

OLD DOMINION UNIVERSITY -- **SEMI-MONTHLY** EXTERNAL PAYROLL SCHEDULE  
**FIRST QUARTER, ENDING MARCH 31, 2022**

PR#	Emp Type	Pay Period	E-1's Due in HR/ E-1S= Due in E-1S Processing	PT Fac (4027)/Higher Ed Asst (4031) Appt ltrs/payroll forms & Salaried Changes <b>DUE</b>		WTE Leave Report & Time Sheet Approver Deadline * By 10 AM	Pay Date
				To AA	To HR		
111	HRLY SAL	DEC 16-31 DEC 25 - JAN 09	DEC 10** DEC 17 G	DEC 07 DEC 14	DEC 10 DEC 17	JAN 05 JAN 10	JAN 14 JAN 14
112	HRLY SAL	JAN 01-15 JAN 10-24	DEC 14** JAN 04 G	DEC 10 DEC 17	DEC 14 JAN 04	JAN 18 JAN 25	FEB 01 FEB 01
121	HRLY SAL	JAN 16-31 JAN 25 - FEB 09	JAN 11** JAN 19 G	JAN 07 JAN 14	JAN 11 JAN 19	FEB 01 FEB 10	FEB 16 FEB 16
122	HRLY SAL	FEB 01-15 FEB 10-24	JAN 21** FEB 03 G	JAN 19 JAN 28	JAN 21 FEB 03	FEB 16 FEB 25	MAR 01 MAR 01
131	HRLY SAL	FEB 16-28 FEB 25-MAR 09	FEB 08** FEB 15 G	FEB 04 FEB 11	FEB 08 FEB 15	MAR 01 MAR 10	MAR 16 MAR 16
132	HRLY SAL	MAR 01-15 MAR 10-24	FEB 15** MAR 03 G	FEB 11 FEB 25	FEB 15 MAR 03	MAR 16 MAR 25	MAR 31 MAR 31

OLD DOMINION UNIVERSITY -- **SEMI-MONTHLY** EXTERNAL PAYROLL SCHEDULE  
**SECOND QUARTER, ENDING JUNE 30, 2022**

PR#	Emp Type	Pay Period	E-1's Due in HR/ E-1S= Due in E-1S Processing	PT Fac (4027)/Higher Ed Asst (4031) Appt ltrs/payroll forms & Salaried Changes <b>DUE</b>		WTE Leave Report & Time Sheet Approver Deadline * By 10 AM	Pay Date
				To AA	To HR		
211	HRLY SAL	MAR 16 - MAR 31 MAR 25 - APR 09	MAR 08** MAR 16 G	MAR 04 MAR 11	MAR 08 MAR 16	APR 01 APR 11	APR 15 APR 15
212	HRLY SAL	APR 01 - APR 15 APR 10 - APR 24	MAR 16** MAR 30 G	MAR 11 MAR 25	MAR 16 MAR 30	APR 18 APR 25	APR 29 APR 29
221	HRLY SAL	APR 16 - APR 30 APR 25 - MAY 09	APR 07** APR 14 G	APR 01 APR 08	APR 07 APR 14	MAY 02 MAY 10	MAY 16 MAY 16
222	HRLY SAL	MAY 1 - MAY 15 MAY 10 - MAY 24	APR 20** MAY 03 G	APR 15 APR 27	APR 20 MAY 03	MAY 16 MAY 25	JUN 01 JUN 01
231	HRLY SAL	MAY 16 - MAY 31 MAY 25 - JUN 09	MAY 05** MAY 13 G	APR 29 MAY 10	MAY 05 MAY 13	JUN 01 JUN 10	JUN 16 JUN 16
232	HRLY SAL	JUN 1 - JUN 15 JUN 10 - JUN 24	MAY 20** JUN 03 G	MAY 17 MAY 27	MAY 20 JUN 03	JUN 16 JUN 27	JUL 01 – FY22 JUL 01 – FY23

OLD DOMINION UNIVERSITY -- SEMI-MONTHLY EXTERNAL PAYROLL SCHEDULE  
**THIRD QUARTER, ENDING SEPTEMBER 30, 2022**

PR#	Emp Type	Pay Period	E-1's Due in HR/ E-1S= Due in E-1S Processing	PT Fac (4027)/Higher Ed Asst (4031) Appt ltrs/payroll forms & Salaried Changes		WTE Leave Report & Time Sheet Approver Deadline * By 10 AM	Pay Date
				To AA	To HR		
311	HRLY SAL	JUN 16 - JUN 30 JUN 25 - JUL 09	JUN 08** JUN 15 G	JUN 03 JUN 10	JUN 08 JUN 15	JUL 05 JUL 11	JUL 15 -FY23 JUL 15 -FY23
312	HRLY SAL	JUL 1 - JUL 15 JUL 10 - JUL 24	JUN 17** JUN 28 G	JUN 16 JUN 24	JUN 17 JUN 28	JUL 18 JUL 25	AUG 01 AUG 01
321	HRLY SAL	JUL 16 - JUL 31 JUL 25 - AUG 09	JUL 06** JUL 13 G	JUL 01 JUL 08	JUL 06 JUL 13	AUG 01 AUG 10	AUG 16 AUG 16
322	HRLY SAL	AUG 01 - AUG 15 AUG 10 - AUG 24	JUL 20** JUL 27 G	JUL 15 JUL 22	JUL 20 JUL 27	AUG 16 AUG 25	SEP 01 SEP 01
331	HRLY SAL	AUG 16 - AUG 31 AUG 25 - SEP 09	AUG 05** AUG 16 G	AUG 02 AUG 11	AUG 05 AUG 16	SEP 01 SEP 12	SEP 16 SEP 16
332	HRLY SAL	SEP 01 - SEP 15 SEP 10 - SEP 24	AUG 17** AUG 31 G	AUG 12 AUG 26	AUG 17 AUG 31	SEP 16 SEP 26	SEP 30 SEP 30

OLD DOMINION UNIVERSITY -- **SEMI-MONTHLY** EXTERNAL PAYROLL SCHEDULE  
**FOURTH QUARTER, ENDING DECEMBER 31, 2022**

PR#	Emp Type	Pay Period	E-1's Due in HR/ E-1S= Due in E-1S Processing	PT Fac (4027)/Higher Ed Asst (4031) Appt ltrs/payroll forms & Salaried Changes		WTE Leave Report & Time Sheet Approver Deadline * By 10 AM	Pay Date
				To AA	To HR		
411	HRLY SAL	SEP 16 - SEP 30 SEP 25 - OCT 09	SEP 07* SEP 16 G	SEP 02 SEP 14	SEP 07 SEP 16	OCT 03 OCT 10	OCT 14 OCT 14
412	HRLY SAL	OCT 01 - OCT 15 OCT 10 - OCT 24	SEP 21** OCT 03 G	SEP 16 SEP 28	SEP 21 OCT 03	OCT 17 OCT 25	NOV 01 NOV 01
421	HRLY SAL	OCT 16 - OCT 31 OCT 25 - NOV 09	OCT 05** OCT 18 G	OCT 03 OCT 14	OCT 05 OCT 18	NOV 01 NOV 10	NOV 16 NOV 16
422	HRLY SAL	NOV 01 - NOV 15 NOV 10 - NOV 24	OCT 19** NOV 03 G	OCT 14 OCT 28	OCT 19 NOV 03	NOV 16 NOV 21***	DEC 01 DEC 01
431	HRLY SAL	NOV 16 - NOV 30 NOV 25 - DEC 09	NOV 09** NOV 16 G	NOV 04 NOV 11	NOV 09 NOV 16	DEC 01 DEC 12	DEC 16 DEC 16
432	HRLY SAL	DEC 01 - DEC 15 DEC 10 - DEC 24	NOV 18** DEC 02 G	NOV 16 NOV 22	NOV 18 DEC 02	DEC 16 DEC 19***	DEC 30 DEC 30

**Notes:**

\*Leave Reports and Web Time Sheets must be submitted to Approver by 11:59 p.m. on last day of pay period.

\*\* Hourly (4021) and undergraduate student (4025, 4028, 4029) EPAF/E1s deadline; G = graduate student (4022, 4023, 4122, 4123) EPAF/E1s deadline.

\*\*\*Hours for a portion of these pay periods will need to be estimated and submitted early.