

UTSA Payroll Services

2021 - 2022 Monthly Timesheet Deadlines

Timesheet Begin Date	Timesheet End Date	Employee Submission Deadline (Monday after timesheet end date)	Supervisor Approval Deadline ** (Wednesday after timesheet end date)
8/30/2021	9/5/2021	9/8/2021	9/10/2021
9/6/2021	9/12/2021	9/13/2021	9/15/2021
9/13/2021	9/19/2021	9/20/2021	9/22/2021
9/20/2021	9/26/2021	9/27/2021	9/29/2021
9/27/2021	10/3/2021	10/4/2021	10/6/2021
10/4/2021	10/10/2021	10/11/2021	10/13/2021
10/11/2021	10/17/2021	10/18/2021	10/20/2021
10/18/2021	10/24/2021	10/25/2021	10/27/2021
10/25/2021	10/31/2021	11/1/2021	11/3/2021
11/1/2021	11/7/2021	11/8/2021	11/10/2021
11/8/2021	11/14/2021	11/15/2021	11/17/2021
11/15/2021	11/21/2021	11/22/2021	11/24/2021
11/22/2021	11/28/2021	11/29/2021	12/1/2021
11/29/2021	12/5/2021	12/6/2021	12/8/2021
12/6/2021	12/12/2021	12/13/2021	12/15/2021
12/13/2021	12/19/2021	12/20/2021	12/22/2021
12/20/2021	12/26/2021	1/3/2022	1/5/2022
12/27/2021	1/2/2022	1/3/2022	1/5/2022
1/3/2022	1/9/2022	1/10/2022	1/12/2022
1/10/2022	1/16/2022	1/18/2022	1/20/2022
1/17/2022	1/23/2022	1/24/2022	1/26/2022
1/24/2022	1/30/2022	1/31/2022	2/2/2022
1/31/2022	2/6/2022	2/7/2022	2/9/2022
2/7/2022	2/13/2022	2/14/2022	2/16/2022
2/14/2022	2/20/2022	2/21/2022	2/23/2022
2/21/2022	2/27/2022	2/28/2022	3/2/2022
2/28/2022	3/6/2022	3/7/2022	3/9/2022
3/7/2022	3/13/2022	3/14/2022	3/16/2022
3/14/2022	3/20/2022	3/21/2022	3/23/2022
3/21/2022	3/27/2022	3/28/2022	3/30/2022

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Timesheet Begin Date	Timesheet End Date	Employee Submission Deadline (Monday after timesheet end date)	Supervisor Approval Deadline ** (Wednesday after timesheet end date)
3/28/2022	4/3/2022	4/4/2022	4/6/2022
4/4/2022	4/10/2022	4/11/2022	4/13/2022
4/11/2022	4/17/2022	4/18/2022	4/20/2022
4/18/2022	4/24/2022	4/25/2022	4/27/2022
4/25/2022	5/1/2022	5/2/2022	5/4/2022
5/2/2022	5/8/2022	5/9/2022	5/11/2022
5/9/2022	5/15/2022	5/16/2022	5/18/2022
5/16/2022	5/22/2022	5/23/2022	5/25/2022
5/23/2022	5/29/2022	5/31/2022	6/2/2022
5/30/2022	6/5/2022	6/6/2022	6/8/2022
6/6/2022	6/12/2022	6/13/2022	6/15/2022
6/13/2022	6/19/2022	6/20/2022	6/23/2022
6/20/2022	6/26/2022	6/27/2022	6/29/2022
6/27/2022	7/3/2022	7/5/2022	7/7/2022
7/4/2022	7/10/2022	7/11/2022	7/13/2022
7/11/2022	7/17/2022	7/18/2022	7/20/2022
7/18/2022	7/24/2022	7/25/2022	7/27/2022
7/25/2022	7/31/2022	8/1/2022	8/3/2022
8/1/2022	8/7/2022	8/8/2022	8/10/2022
8/8/2022	8/14/2022	8/15/2022	8/17/2022
8/15/2022	8/21/2022	8/22/2022	8/24/2022
8/22/2022	8/28/2022	8/29/2022	8/31/2022
8/29/2022	9/4/2022	9/6/2022	9/8/2022
9/6/2022	9/11/2022	9/12/2022	9/14/2022
9/12/2022	9/18/2022	9/19/2022	9/21/2022
9/19/2022	9/25/2022	9/26/2022	9/28/2022
9/26/2022	10/2/2022	10/5/2022	10/7/2022