



Tulane University

Office of Human Resources

Monthly Payroll - Key Dates

Pay Period Dates	Forms submitted in HCM must reach Payroll by*	Monthly Pay Dates
July 01 - July 31, 2017	Monday, July 17, 2017	Monday, July 31, 2017
August 01 - August, 2017	Tuesday, August 15, 2017	Thursday, August 31, 2017
September 01 - September 30, 2017	Friday, September 15, 2017	Friday, September 29, 2017
October 01 - October 31, 2017	Monday, October 16, 2017	Tuesday, October 31, 2017
November 01 - November 30, 2017	Wednesday, November 15, 2017	Thursday, November 30, 2017
December 01 - December 31, 2017	Tuesday, December 12, 2017	Friday, December 29, 2017
January 01 - January 31, 2018	Tuesday, January 16, 2018	Wednesday, January 31, 2018
February 01 - February 28, 2018	Thursday, February 15, 2018	Wednesday, February 28, 2018
March 01 - March 31, 2018	Thursday, March 15, 2018	Friday, March 30, 2018
April 01 - April 30, 2018	Monday, April 16, 2018	Monday, April 30, 2018
May 01 - May 31, 2018	Tuesday, May 15, 2018	Thursday, May 31, 2018
June 01 - June 30, 2018	Friday, June 15, 2018	Friday, June 29, 2018

****Adhering to the payments schedule above is critical for timely processing.***

Forms received in Payroll after the posted due dates will be processed in the next monthly payroll process.

Please allow sufficient time for your department approvers in HCM if applicable.

Questions?

Shawn Cadres, Monthly Pay, Garnishments and One Time Pay Support (504) 314-2774

Direct Deposit, Kronos Functional Questions, Payroll Deductions and General Payroll Questions
(504) 865-5346