

2022 Hourly Payroll Calendar and Timekeeping Approval Dates

<u>Hourly Pay Period</u>	<u>Deadline for All Hourly timekeeping submissions, edits and approvals*</u>	<u>Pay Date</u>
12/26/2021- 1/8/2022	1/10/2022	1/14/2022
1/9/2022- 1/22/2022	1/24/2022	1/28/2022
1/23/2022- 2/5/2022	2/7/2022	2/11/2022
2/6/2022- 2/19/2022	2/21/2022	2/25/2022
2/20/2022- 3/5/2022	3/7/2022	3/11/2022
3/6/2022- 3/19/2022	3/21/2022	3/25/2022
3/20/2022- 4/2/2022	4/4/2022	4/8/2022
4/3/2022- 4/16/2022	4/18/2022**	4/22/2022
4/17/2022- 4/30/2022	5/2/2022	5/6/2022
5/1/2022- 5/14/2022	5/16/2022	5/20/2022
5/15/2022- 5/28/2022	5/30/2022**	6/3/2022
5/29/2022- 6/11/2022	6/13/2022	6/17/2022
6/12/2022- 6/25/2022	6/27/2022	7/1/2022
6/26/2022- 7/9/2022	7/11/2022	7/15/2022
7/10/2022- 7/23/2022	7/25/2022	7/29/2022
7/24/2022- 8/6/2022	8/8/2022	8/12/2022
8/7/2022- 8/20/2022	8/22/2022	8/26/2022
8/21/2022- 9/3/2022	9/5/2022**	9/9/2022
9/4/2022- 9/17/2022	9/19/2022	9/23/2022
9/18/2022- 10/1/2022	10/3/2022	10/7/2022
10/2/2022- 10/15/2022	10/17/2022	10/21/2022
10/16/2022- 10/29/2022	10/31/2022	11/4/2022
10/30/2022- 11/12/2022	11/14/2022	11/18/2022
11/13/2022- 11/26/2022	11/28/2022	12/2/2022
11/27/2022- 12/10/2022	12/12/2022	12/16/2022
12/11/2022- 12/24/2022	12/26/2022**	12/30/2022
12/25/2022- 1/7/2023	1/9/2023	1/13/2023

*Please note all TimeSaver corrections and paperwork affecting an employee's paycheck for the upcoming pay date is to be received in HR by 4pm on this date

**If the payroll deadline falls on a holiday, departments will need to make arrangements to either have someone available to meet this deadline, or complete edits and sign-offs prior to the deadline.

*Deadlines and pay dates are subject to change. Any changes will be communicated on the myLU webpage.

This form is available on the HR website at: <http://www.liberty.edu/media/1312/homepage/2011%20Payroll%20Calendar.pdf>