

BUFFALO STATE UNIVERSITY

STATE HOURLY EMPLOYEES PAYROLL CALENDAR

To ensure timely payments:
Timesheets are due the Friday after the pay period ends

PR #	OSC #	PAY PERIOD	AI CUTOFF	TIME ENTRY CUTOFF	DEDUCTION DEADLINE	TIMESHEETS DUE (FRIDAY)	CHECK DATE
1	26	3/23/2023 - 4/5/2023	4/10/2023	4/11/2023	4/14/2023	4/7/2023	4/26/2023
2	1	4/6/2023 - 4/19/2023	4/25/2023	4/26/2023	4/28/2023	4/21/2023	5/10/2023
3	2	4/20/2023 - 5/3/2023	5/9/2023	5/10/2023	5/12/2023	5/5/2023	5/24/2023
4	3	5/4/2023 - 5/17/2023	5/22/2023	5/23/2023	5/26/2023	5/19/2023	6/7/2023
5	4	5/18/2023 - 5/31/2023	6/6/2023	6/7/2023	6/9/2023	6/2/2023	6/21/2023
6	5	6/1/2023 - 6/14/2023	6/20/2023	6/21/2023	6/23/2023	6/16/2023	7/5/2023
7	6	6/15/2023 - 6/28/2023	7/3/2023	7/5/2023	7/7/2023	6/30/2023	7/19/2023
8	7	6/29/2023 - 7/12/2023	7/18/2023	7/19/2023	7/21/2023	7/14/2023	8/2/2023
9	8	7/13/2023 - 7/26/2023	8/1/2023	8/2/2023	8/4/2023	7/28/2023	8/16/2023
10	9	7/27/2023 - 8/9/2023	8/15/2023	8/16/2023	8/18/2023	8/11/2023	8/30/2023
11	10	8/10/2023 - 8/23/2023	8/28/2023	8/29/2023	9/1/2023	8/25/2023	9/13/2023
12	11	8/24/2023 - 9/6/2023	9/12/2023	9/13/2023	9/15/2023	9/8/2023	9/27/2023
13	12	9/7/2023 - 9/20/2023	9/26/2023	9/27/2023	9/29/2023	9/22/2023	10/11/2023
14	13	9/21/2023 - 10/4/2023	10/10/2023	10/11/2023	10/13/2023	10/6/2023	10/25/2023
15	14	10/5/2023 - 10/18/2023	10/24/2023	10/25/2023	10/27/2023	10/20/2023	11/8/2023
16	15	10/19/2023 - 11/1/2023	11/7/2023	11/8/2023	11/10/2023	11/3/2023	11/22/2023
17	16	11/2/2023 - 11/15/2023	11/21/2023	11/22/2023	11/24/2023	11/17/2023	12/6/2023
18	17	11/16/2023 - 11/29/2023	12/5/2023	12/6/2023	12/8/2023	12/1/2023	12/20/2023
19	18	11/30/2023 - 12/13/2023	12/18/2023	12/19/2023	12/22/2023	12/15/2023	1/3/2024
20	19	12/14/2023 - 12/27/2023	12/29/2023	1/2/2024	1/5/2024	12/29/2023	1/17/2024
21	20	12/28/2023 - 1/10/2024	1/16/2024	1/17/2024	1/19/2024	1/12/2024	1/31/2024
22	21	1/11/2024 - 1/24/2024	1/30/2024	1/31/2024	2/2/2024	1/26/2024	2/14/2024
23	22	1/25/2024 - 2/7/2024	2/12/2023	2/13/2023	2/16/2024	2/9/2024	2/28/2024
24	23	2/8/2024 - 2/21/2024	2/27/2024	2/28/2024	3/1/2024	2/23/2024	3/13/2024
25	24	2/22/2024 - 3/6/2024	3/12/2024	3/13/2024	3/15/2024	3/8/2024	3/27/2024
26	25	3/7/2024 - 3/20/2024	3/26/2024	3/27/2024	3/29/2024	3/22/2024	4/10/2024

Early deadline dates are indicated in **Bold**

Employees may view and print their pay statements and opt out of receiving a paper pay statement.
Please visit <https://hr.buffalostate.edu/payroll> for the NYS Payroll Online details.