

Hudson County Community College

Part-Time Timesheets Deadline Dates Below

Full- Time Timesheet Submit to Payroll Office by the 5th of each month

2024 Payroll Paydates

Part Time					Full Time		
Payroll #	Pay Period Start Date	Pay Period End Date	Timesheet Due in Payroll	Paycheck Date	Pay Period Start Date	Pay Period End Date	Paycheck Date
1	12/16/2023	12/31/2023	1/5/2024	1/12/2024	1/1/2024	1/15/2024	1/12/2024
2	1/1/2024	1/15/2024	1/22/2024	1/31/2024	1/16/2024	1/31/2024	1/31/2024
3	1/16/2024	1/31/2024	2/6/2024	2/15/2024	2/1/2024	2/15/2024	2/15/2024
4	2/1/2024	2/15/2024	2/20/2024	2/29/2024	2/16/2024	2/29/2024	2/29/2024
5	2/16/2024	2/29/2024	3/5/2024	3/15/2024	3/1/2024	3/15/2024	3/15/2024
6	3/1/2024	3/15/2024	3/20/2024	3/28/2024	3/16/2024	3/31/2024	3/28/2024
7	3/16/2024	3/31/2024	4/4/2024	4/15/2024	4/1/2024	4/15/2024	4/15/2024
8	4/1/2024	4/15/2024	4/22/2024	4/30/2024	4/16/2024	4/30/2024	4/30/2024
9	4/16/2024	4/30/2024	5/6/2024	5/15/2024	5/1/2024	5/15/2024	5/15/2024
10	5/1/2024	5/15/2024	5/20/2024	5/31/2024	5/16/2024	5/31/2024	5/31/2024
11	5/16/2024	5/31/2024	6/4/2024	6/14/2024	6/1/2024	6/15/2024	6/14/2024
12	6/1/2024	6/15/2024	6/19/2024	6/28/2024	6/16/2024	6/30/2024	6/28/2024
13	6/16/2024	6/30/2024	7/5/2024	7/15/2024	7/1/2024	7/15/2024	7/15/2024
14	7/1/2024	7/15/2024	7/22/2024	7/31/2024	7/16/2024	7/31/2024	7/31/2024
15	7/16/2024	7/31/2024	8/5/2024	8/15/2024	8/1/2024	8/15/2024	8/15/2024
16	8/1/2024	8/15/2024	8/22/2024	8/30/2024	8/16/2024	8/31/2024	8/30/2024
17	8/16/2024	8/31/2024	9/5/2024	9/13/2024	9/1/2024	9/15/2024	9/13/2024
18	9/1/2024	9/15/2024	9/19/2024	9/30/2024	9/16/2024	9/30/2024	9/30/2024
19	9/16/2024	9/30/2024	10/4/2024	10/15/2024	10/1/2024	10/15/2024	10/15/2024
20	10/1/2024	10/15/2024	10/21/2024	10/31/2024	10/16/2024	10/31/2024	10/31/2024
21	10/16/2024	10/31/2024	11/5/2024	11/15/2024	11/1/2024	11/15/2024	11/15/2024
22	11/1/2024	11/15/2024	11/18/2024	11/29/2024	11/16/2024	11/30/2024	11/29/2024
23	11/16/2024	11/30/2024	12/5/2024	12/13/2024	12/1/2024	12/15/2024	12/13/2024
24	12/1/2024	12/15/2024	12/11/2024	12/20/2024	12/16/2024	12/31/2024	12/20/2024

NOTES:

1. Pink Timesheets are due to the Payroll Office by due date on this calendar.
2. Use one sheet per week.
3. Web Time Entry (WTE) is due by the due date on this calendar.
4. **Timesheets received late without prior approval and unapproved timesheets (WTE) will not be paid until the next pay date.**
5. FT monthly timesheets are due by the 5th day of every month.
6. "Paycheck Date" is the same for Part Time, Adjuncts, and Full Time Employees.