

FY24 Payroll Approval Deadlines

MINNESOTA STATE UNIVERSITY MOORHEAD

| Pay Period | Pay Date | Employee Submit Timesheet | Supervisors Approve |
|----------------------|----------|---------------------------|---------------------|
| 07/05/23 to 07/18/23 | 07/28/23 | 07/13/23 | 07/14/23 |
| 07/19/23 to 08/01/23 | 08/11/23 | 07/27/23 | 07/28/23 |
| 08/02/23 to 08/15/23 | 08/25/23 | 08/10/23 | 08/11/23 |
| 08/16/23 to 08/29/23 | 09/08/23 | 08/24/23 | 08/25/23 |
| 08/30/23 to 09/12/23 | 09/22/23 | 09/07/23 | 09/08/23 |
| 09/13/23 to 09/26/23 | 10/06/23 | 09/21/23 | 09/22/23 |
| 09/27/23 to 10/10/23 | 10/20/23 | 10/05/23 | 10/06/23 |
| 10/11/23 to 10/24/23 | 11/03/23 | 10/19/23 | 10/20/23 |
| 10/25/23 to 11/07/23 | 11/17/23 | 11/02/23 | 11/03/23 |
| 11/08/23 to 11/21/23 | 12/01/23 | 11/16/23 | 11/17/23 |
| 11/22/23 to 12/05/23 | 12/15/23 | 11/30/23 | 12/01/23 |
| 12/06/23 to 12/19/23 | 12/29/23 | 12/14/23 | 12/15/23 |
| 12/20/23 to 01/02/24 | 01/12/24 | 12/28/23 | 12/29/23 |
| 01/03/24 to 01/16/24 | 01/26/24 | 01/11/24 | 01/12/24 |
| 01/17/24 to 01/30/24 | 02/09/24 | 01/25/24 | 01/26/24 |
| 01/31/24 to 02/13/24 | 02/23/24 | 02/08/24 | 02/09/24 |
| 02/14/24 to 02/27/24 | 03/08/24 | 02/22/24 | 02/23/24 |
| 02/28/24 to 03/12/24 | 03/22/24 | 03/07/24 | 03/08/24 |
| 03/13/24 to 03/26/24 | 04/05/24 | 03/21/24 | 03/22/24 |
| 03/27/24 to 04/09/24 | 04/19/24 | 04/04/24 | 04/05/24 |
| 04/10/24 to 04/23/24 | 05/03/24 | 04/18/24 | 04/19/24 |
| 04/24/24 to 05/07/24 | 05/17/24 | 05/02/24 | 05/03/24 |
| 05/08/24 to 05/21/24 | 05/31/24 | 05/16/24 | 05/17/24 |
| 05/22/24 to 06/04/24 | 06/14/24 | 05/30/24 | 05/31/24 |
| 06/05/24 to 06/18/24 | 06/28/24 | 06/13/24 | 06/14/24 |
| 06/19/24 to 07/02/24 | 07/12/24 | 06/27/24 | 06/28/24 |

Yellow highlighted dates represent an approval deadline of 10 AM due to a holiday.