

2022-2023

Hill College Payroll Calendar

SD	Staff Development: All Staff Day
EP	End of Pay Period- Hourly
PD	Payday
TC	Timecards Due
SH	Scheduled Holidays
CC	Campus Closed for Summer

Holidays & Important Dates

September 5: Labor Day
November 23-25: Thanksgiving Break
December 15-31: Christmas Break
January 1-4: Christmas Break
January 6: All Staff Day
January 16: MLK Day
March 13-17: Spring Break
April 7: Good Friday (Easter)
May 19: Summer Hours Begin
May 29: Memorial Day
June 19: Juneteenth
July 4: Independence Day
August 11: Summer Hours End
August 17: New Hire Orientation
August 18: All Staff Day

Administrative Offices Closed During
all Holidays

Administrative Offices are closed every
Friday during Summer Hours

Pay Periods

Hourly Employees

21st of every month – 20th of current month

Salaried Employees

1st of the month – Last Day of the current month

- Officially, Payday is the 1st of each month. As a courtesy Hill College pays around the 27th.
- Monthly timecard deadlines vary due to College closures.
- Timecards and time-off request must be approved by direct supervisor.



HILL COLLEGE PAYROLL CALENDAR

SEPTEMBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER

S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER

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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH

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19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY

S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST

S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

