

OBERLIN COLLEGE

2022-2023 ACADEMIC YEAR STUDENT PAYROLL SCHEDULE

Please consult the deadlines below to ensure timely pay for students. Student payroll deposits occur on alternate Fridays during the academic year. **It is the students' responsibility to clock in and out during their worked shifts to receive pay within the worked period.** Student Supervisors must approve time in Time Clock Plus, **by 10am**, the Monday preceding the student payday. Exception to this deadline when the Monday falls on a holiday, which the deadline will then be on Tuesday, 10am.

Pay #	Pay Period Begin	Pay Period End	Approvals Required by Monday at 10 am	Pay Day (Friday)
ST 16	7/18/2022	7/31/2022	8/1/2022	8/5/2022
ST 17	8/1/2022	8/14/2022	8/15/2022	8/19/2022
ST 18	8/15/2022	8/28/2022	8/29/2022	9/2/2022
ST 19	8/29/2022	9/11/2022	9/12/2022	9/16/2022
ST 20	9/12/2022	9/25/2022	9/26/2022	9/30/2022
ST 21	9/26/2022	10/9/2022	10/10/2022	10/14/2022
ST 22	10/10/2022	10/23/2022	10/24/2022	10/28/2022
ST 23	10/24/2022	11/6/2022	11/7/2022	11/11/2022
ST 24	11/7/2022	11/20/2022	11/21/2022	11/25/2022
ST 25	11/21/2022	12/4/2022	12/5/2022	12/9/2022
ST 26	12/5/2022	12/18/2022	12/19/2022	12/23/2022
ST 1	12/19/2022	1/1/2023	1/2/2023	1/6/2023
ST 2	1/2/2023	1/15/2023	1/16/2023	1/20/2023
ST 3	1/16/2023	1/29/2023	1/30/2023	2/3/2023
ST 4	1/30/2023	2/12/2023	2/13/2023	2/17/2023
ST 5	2/13/2023	2/26/2023	2/27/2023	3/3/2023
ST 6	2/27/2023	3/12/2023	3/13/2023	3/17/2023
ST 7	3/13/2023	3/26/2023	3/27/2023	3/31/2023
ST 8	3/27/2023	4/9/2023	4/10/2023	4/14/2023
ST 9	4/10/2023	4/23/2023	4/24/2023	4/28/2023
ST 10	4/24/2023	5/7/2023	5/8/2023	5/12/2023
ST 11	5/8/2023	5/21/2023	5/22/2023	5/26/2023
ST 12	5/22/2023	6/4/2023	6/5/2023	6/9/2023
ST 13	6/5/2023	6/18/2023	6/19/2023	6/23/2023
ST 14	6/19/2023	7/2/2023	7/3/2023	7/7/2023
ST 15	7/3/2023	7/16/2023	7/17/2023	7/21/2023

Student Employment Set-Up Note

Please consider the timing of your student hire request. Students will need to be set-up prior to their start date so they may have access to Time Clock Plus. Hire requests should be made the Wednesday preceding the student start date. Students **can** begin employment in between pay periods.

Please Note: Consequences of failing to adhere to the deadlines and schedules set forth in this document can result in delayed pay for students, loss of job privileges for students and a reassessment of hiring and supervision privileges for supervisors who have multiple occurrences of missed time entry/approvals.