

OBERLIN COLLEGE

2017-18 ACADEMIC YEAR STUDENT PAYROLL SCHEDULE

Please consult the below deadlines to ensure timely delivery of timecards and other documents to ensure timely pay for students. Student payroll checks are issued on alternate Fridays during the academic year. Student time cards **MUST** be received in the Payroll Office, **by 10am**, the Monday preceding the student pay day, or pay will be delayed by two weeks.

Student Employment Cards due in the SEO by Wednesday at Noon	Pay #	Timecards due in the Payroll Office by Monday at 10 am	Pay Date Friday
8/9/2017	ST18	8/21/2017	8/25/2017
8/23/2017	ST 19	9/4/2017	9/8/2017
9/6/2017	ST 20	9/18/2017	9/22/2017
9/20/2017	ST 21	10/2/2017	10/6/2017
10/4/2017	ST 22	10/16/2017	10/20/2017
10/18/2017	ST 23	10/30/2017	11/3/2017
11/1/2017	ST 24	11/13/2017	11/17/2017
11/15/2017	ST 25	11/27/2017	12/1/2017
11/29/2017	ST 26	12/11/2017	12/15/2017
12/13/2017	ST 1	1/8/2018	1/12/2018
12/27/2017	ST 2	1/8/2018	1/12/2018
1/10/2018	ST 3	1/22/2018	1/26/2018
1/24/2018	ST 4	2/5/2018	2/9/2018
2/7/2018	ST 5	2/19/2018	2/23/2018
2/21/2018	ST 6	3/5/2018	3/9/2018
3/7/2018	ST 7	3/19/2018	3/23/2018
3/21/2018	ST 8	4/2/2018	4/6/2018
4/4/2018	ST 9	4/16/2018	4/20/2018
4/18/2018	ST 10	4/30/2018	5/4/2018
5/2/2018	ST 11	5/14/2018	5/18/2018
5/16/2018	ST 12	5/28/2018	6/1/2018
5/30/2018	ST 13	6/11/2018	6/15/2018
6/13/2018	ST 14	6/25/2018	6/29/2018

****There will be NO student payroll on December 29, 2017. Hours worked December 11th thru December 25th will be included in the payroll of January 12th 2018.

Please complete an SEC form for student hires that have, previously, worked on campus. New student hires should be set up through PeopleAdmin. Time cards will be sent to you, after a person is completely hired, and entered into our payroll system.