

Graduate Assistant

SPRING

Pay Period	Begin Date - End Date	Time Entry DUE BEFORE	Check Date
BW 1	12/25/23 - 01/07/24	1/8/2024 12:00 PM	1/12/2024
BW 2	01/08/24 - 01/21/24	1/22/2024 12:00 PM	1/26/2024
BW 3	01/22/24 - 02/04/24	2/5/2024 12:00 PM	2/9/2024
BW 4	02/05/24 - 02/18/24	2/19/2024 12:00 PM	2/23/2024
BW 5	02/19/24 - 03/03/24	3/4/2024 1:00 PM	3/8/2024
BW 6	03/04/24 - 03/17/24	3/18/2024 1:00 PM	3/22/2024
BW 7	03/18/24 - 03/31/24	4/1/2024 1:00 PM	4/5/2024
BW 8	04/01/24 - 04/14/24	4/15/2024 1:00 PM	4/19/2024
BW 9	04/15/24 - 04/28/24	4/29/2024 1:00 PM	5/3/2024
BW 10	04/29/24 - 05/12/24	5/13/2024 1:00 PM	5/17/2024

SUMMER

Pay Period	Begin Date - End Date	Time Entry DUE BEFORE	Check Date
BW 11	05/13/24 - 05/26/24	5/24/2024 * 9:00 AM	5/31/2024
BW 12	05/27/24 - 06/09/24	6/10/2024 1:00 PM	6/14/2024
BW 13	06/10/24 - 06/23/24	6/24/2024 1:00 PM	6/28/2024
BW 14	06/24/24 - 07/07/24	7/8/2024 1:00 PM	7/12/2024
BW 15	07/08/24 - 07/21/24	7/22/2024 1:00 PM	7/26/2024
BW 16	07/22/24 - 08/04/24	8/5/2024 1:00 PM	8/9/2024

FALL

Pay Period	Begin Date - End Date	Time Entry DUE BEFORE	Check Date
BW 17	08/05/24 - 08/18/24	8/19/2024 1:00 PM	8/23/2024
BW 18	08/19/24 - 09/01/24	8/30/2024 * 9:00 AM	9/6/2024
BW 19	09/02/24 - 09/15/24	9/16/2024 1:00 PM	9/20/2024
BW 20	09/16/24 - 09/29/24	9/30/2024 1:00 PM	10/4/2024
BW 21	09/30/24 - 10/13/24	10/14/2024 1:00 PM	10/18/2024
BW 22	10/14/24 - 10/27/24	10/28/2024 1:00 PM	11/1/2024
BW 23	10/28/24 - 11/10/24	11/11/2024 1:00 PM	11/15/2024
BW 24	11/11/24 - 11/24/24	11/22/2024 * 9:00 AM	11/29/2024
BW 25	11/25/24 - 12/08/24	12/9/2024 1:00 PM	12/13/2024
BW 26	12/09/24 - 12/22/24	12/20/2024 * 9:00 AM	12/27/2024

ATTENTION -

An Argos email is sent out five (5) days prior to the due date regarding web timesheets.

You can submit your timesheet at any time during the pay period.

[Holiday & University Closures](#)

[Payroll Time Entry & Approval Instructions](#)