

BRIGHAM YOUNG UNIVERSITY

Staff and Student Pay Schedule for 2014 - 2015

PAY PERIOD	PAY PERIOD COVERED	DIRECT DEPOSIT (Friday)	PAPER CHECKS** (Monday)
1	Aug 30 – Sep 12	Sep 19	Sep 22
2	Sep 13 – Sep 26	Oct 3	Oct 6
3	Sep 27 – Oct 10	Oct 17	Oct 20
4	Oct 11 – Oct 24	Oct 31*	Nov 3
5	Oct 25 – Nov 7	Nov 14	Nov 17
6	Nov 8 – Nov 21	Nov 28	Dec 1
7	Nov 22 – Dec 5	Dec 12	Dec 15
8	Dec 6 – Dec 19	Dec 26	Dec 29
9	Dec 20 – Jan 2	Jan 9	Jan 12
10	Jan 3 – Jan 16	Jan 23	Jan 26
11	Jan 17 – Jan 30	Feb 6	Feb 9
12	Jan 31 – Feb 13	Feb 20	Feb 23
13	Feb 14 – Feb 27	Mar 6	Mar 9
14	Feb 28 – Mar 13	Mar 20	Mar 23
15	Mar 14 – Mar 27	Apr 3	Apr 6
16	Mar 28 – Apr 10	Apr 17	Apr 20
17	Apr 11 – Apr 24	May 1	May 4
18	Apr 25 – May 8	May 15	May 18
19	May 9 – May 22	May 29*	Jun 1
20	May 23 – Jun 5	Jun 12	Jun 15
21	Jun 6 – Jun 19	Jun 26	Jun 29
22	Jun 20 – Jul 3	Jul 10	Jul 13
23	Jul 4 – Jul 17	Jul 24	Jul 27
24	Jul 18 – July 31	Aug 7	Aug 10
25	Aug 1 – Aug 14	Aug 21	Aug 24
26	Aug 15 – Aug 28	Sep 4	Sep 4

*3rd payroll in the month

**Direct deposit is university policy.

BIWEEKLY PAYROLL

Information for Full-Time Staff

Each pay period will cover two weeks, beginning with a Saturday and ending on a Friday. Pay for the pay period will be issued on the following Friday by direct deposit per university policy. Those not on direct deposit may pick up their check the following Monday.

Vacation and sick leave will be accrued each biweekly pay period on an hour-per-hour basis:

Biweekly Accrual

Sick Leave = 3.69 hours (12 days/yr)

Vacation = 3.69 hours (12 days/yr) - if less than 5 years service
4.62 hours (15 days/yr) - 5 -10 years service
5.54 hours (18 days/yr) - 10 -15 years service
6.77 hours (22 days/yr) - 15 + years service

If less than full pay for the pay period, the hour-per-hour accruals are calculated based on the following:

3.69 hours = .046125 x hours paid
4.62 hours = .05775 x hours paid
5.54 hours = .06925 x hours paid
6.77 hours = .084625 x hours paid

If you have questions, please call the Compensation Department at extension 2-4092.