

**St. Mary's College of Maryland**  
**CONTRACTUAL PAYROLL SCHEDULE**  
**Fiscal Year 2022**

<b>PAYROLL NUMBER</b>	<b>* 311 DEADLINE</b>	<b>SMC PAY PERIOD DATES</b>		<b>** HOURS DUE IN HUMAN RESOURCES</b>	<b>PAYCHECK DATE</b>
01	06-29-21	06-21-21	07-02-21	07-02-21	07-14-21
02	07-13-21	07-05-21	07-16-21	07-16-21	07-28-21
03	07-27-21	07-19-21	07-30-21	07-30-21	08-11-21
04	08-10-21	08-02-21	08-13-21	08-13-21	08-25-21
05	08-24-21	08-16-21	08-27-21	08-27-21	09-08-21
06	09-07-21	08-30-21	09-10-01	09-10-21	09-22-21
07	09-21-21	09-13-21	09-24-21	09-24-21	10-06-21
08	10-05-21	09-27-21	10-08-21	10-08-21	10-20-21
09	10-19-21	10-11-21	10-22-21	10-22-21	11-03-21
10	11-02-21	10-25-21	11-05-21	11-05-21	11-17-21
11	11-16-21	11-08-21	11-19-21	11-19-21	12-01-21***
12	11-30-21	11-22-21	12-03-21	12-03-21	12-15-21
13	12-14-21	12-06-21	12-17-21	12-17-21	12-29-21***
14	12-28-21	12-20-21	12-31-21	12-31-21	01-12-22
15	01-11-22	01-03-22	01-14-22	01-14-22	01-26-22
16	01-25-22	01-17-22	01-28-22	01-28-22	02-09-22
17	02-08-22	01-31-22	02-11-22	02-11-22	02-23-22
18	02-22-22	02-14-22	02-25-22	02-25-22	03-09-22
19	03-08-22	02-28-22	03-11-22	03-11-22	03-23-22
20	03-22-22	03-14-22	03-25-22	03-25-22	04-06-22
21	04-05-22	03-28-22	04-08-22	04-08-22	04-20-22
22	04-19-22	04-11-22	04-22-22	04-22-22	05-04-22
23	05-03-22	04-25-22	05-06-22	05-06-22	05-18-22
24	05-17-22	05-09-22	05-20-22	05-20-22	06-01-22
25	05-31-22	05-23-22	06-03-22	06-03-22	06-15-22
26	06-14-22	06-06-22	06-17-22	06-17-22	06-29-22

\* 311's received after the deadline may not be processed on the next payroll.

\*\* Hours must be keyed by 5:00 p.m.

\*\*\* Advanced due to holiday.

311 Deadline Revised 10/8/21