

# Student Employment Program Spring 2023 Timecard Schedule

Below you will find a list of timecard pay periods, due dates, and pay dates for the Spring 2023 Semester.

| Pay Period | Due Date for Supervisor to Approve Timecard | Pay Date  |
|------------|---|-----------|
| 1/05-1/08  | 1/9/2023 – 10am                             | 1/13/2023 |
| 1/9-1/22   | 1/23/2023 - 10am                            | 1/27/2023 |
| 1/23-2/5   | 2/6/2023 - 10am                             | 2/10/2023 |
| 2/6-2/19   | 2/20/2023 - 10am                            | 2/24/2023 |
| 2/20-3/5   | 3/6/2023 - 10am                             | 3/10/2023 |
| 3/6-3/19   | 3/20/2023 - 10am                            | 3/24/2023 |
| 3/20-4/2   | 4/3/2023 - 10am                             | 4/7/2023  |
| 4/3-4/16   | 4/17/2023 - 10am                            | 4/21/2023 |
| 4/17-4/21  | 5/1/2023 – 10am                             | 5/5/2023  |

**Remember: All timecards must be submitted  
by the deadline to be processed.**