2016 Payroll Calendar

January 2016

February 2016

March 2016

April 2016

May 2016

June 2016

July 2016

August 2016

September 2016

October 2016

November 2016

December 2016

Biweekly Direct Deposit Date
Payroll will be deposited on the actual pay date every other Friday.

Semimonthly Direct Deposit Date
Payroll will be deposited on the actual pay date. Pay dates are the 15th and the last day of the month. If dates fall on weekend, will be paid Friday before.

Biweekly Processing Date
WorkForce Approvals Due

Semimonthly Processing

Holiday

Holidays Observed:
1/1/16 New Year's Day
1/18/16 Martin Luther King Day
5/30/16 Memorial Day
7/4/16 Fourth of July
9/5/16 Labor Day
### 2016 Payroll Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/11/16</td>
<td>Veterans Day</td>
</tr>
<tr>
<td>11/24/16</td>
<td>Thanksgiving Day</td>
</tr>
<tr>
<td>11/25/16</td>
<td>Columbus Day</td>
</tr>
<tr>
<td>12/26/16</td>
<td>Christmas Day</td>
</tr>
<tr>
<td>12/27/16</td>
<td>Presidents’ Day</td>
</tr>
<tr>
<td>12/28/16</td>
<td>Winter Break Closure</td>
</tr>
<tr>
<td>12/29/16</td>
<td>Winter Break Closure</td>
</tr>
<tr>
<td>12/30/16</td>
<td>Winter Break Closure</td>
</tr>
</tbody>
</table>

### Federal Holidays

Federal Holidays **NOT** Observed

### Payroll Services

**Payroll Services**

payroll@ohio.edu

740-593-1860

### Biweekly Payroll Updates:

No later than the 2nd Friday of their 1st pay period.

### Semimonthly Payroll Updates:

Due by 1st for the first pay of the month.
Due by 15th for the second pay of the month.

### Tax Withholding Schedule for Taxable Fee Waivers

#### Biweekly

- Spring: 2/5, 2/19, 3/4, 3/18
- Summer: 8/3, 8/17, 8/31, 9/14
- Fall: 10/12, 10/26, 11/09, 11/23

#### Semimonthly

- Spring: 2/15, 2/29, 3/15, 3/31
- Summer: 8/15, 8/31, 9/15, 9/30
- Fall: 10/15, 10/31, 11/15, 11/30

### OGA Pay Dates:

#### Spring

- 1/31/16 thru 5/15/16

#### Fall

- 9/15/16 thru 12/31/16

### Faculty Pay Dates:

#### Spring

- 1/15/16 thru 5/15/16

#### Fall

- 8/31/16 thru 12/31/16

**http://www.ohio.edu/finance/payroll/index.cfm**