

2008 Biweekly Payroll Schedule (OTIS version)

Biweekly Payroll Number (BW#)	Month	Pay Period Begins	Pay Period Ends	Deductions Taken? Yes (Y)/No (N)		Timesheet Approval Deadline at midnight	Pay Run ais-c2000 Down at 5:00 pm	Pay Date
				Type A Deductions	Type B Deductions			
1	January	12/13/2007	12/26/2007	Y	Y	12/27/2007	12/30/2007	01/02/2008
2		12/27/2008	01/09/2008	Y	Y	01/10/2008	01/12/2008	01/16/2008
3		01/10/2008	01/23/2008	N**	Y	01/24/2008	01/26/2008	01/30/2008
4	February	01/24/2008	02/06/2008	Y	Y	02/07/2008	02/09/2008	02/13/2008
5		02/07/2008	02/20/2008	Y	Y	02/21/2008	02/23/2008	02/27/2008
6	March	02/21/2008	03/05/2008	Y	Y	03/06/2008	03/08/2008	03/12/2008
7		03/06/2008	03/19/2008	Y	Y	03/20/2008	03/22/2008	03/26/2008
8	April	03/20/2008	04/02/2008	Y	Y	04/03/2008	04/05/2008	04/09/2008
9		04/03/2008	04/16/2008	Y	Y	04/17/2008	04/19/2008	04/23/2008
10	May	04/17/2008	04/30/2008	Y	Y	05/01/2008	05/03/2008	05/07/2008
11		05/01/2008	05/14/2008	Y	Y	05/15/2008	05/17/2008	05/21/2008
12	June	05/15/2008	05/28/2008	Y	Y	05/29/2008	05/31/2008	06/04/2008
13		05/29/2008	06/11/2008	Y	Y	06/12/2008	06/14/2008	06/18/2008
14	July	06/12/2008	06/25/2008	Y	Y	06/26/2008	06/27/2008 ***	07/02/2008
15		06/26/2008	07/09/2008	Y	Y	07/10/2008	07/12/2008	07/16/2008
16		07/10/2008	07/23/2008	N**	Y	07/24/2008	07/26/2008	07/30/2008
17	August	07/24/2008	08/06/2008	Y	Y	08/07/2008	08/09/2008	08/13/2008
18		08/07/2008	08/20/2008	Y	Y	08/21/2008	08/23/2008	08/27/2008
19	September	08/21/2008	09/03/2008	Y	Y	09/04/2008	09/06/2008	09/10/2008
20		09/04/2008	09/17/2008	Y	Y	09/18/2008	09/20/2008	09/24/2008
21	October	09/18/2008	10/01/2008	Y	Y	10/02/2008	10/04/2008	10/08/2008
22		10/02/2008	10/15/2008	Y	Y	10/16/2008	10/18/2008	10/22/2008
23	November	10/16/2008	10/29/2008	Y	Y	10/30/2008	11/01/2008	11/05/2008
24		10/30/2008	11/12/2008	Y	Y	11/13/2008	11/15/2008	11/19/2008
25 ****	December	11/13/2008	11/26/2008	Y	Y	11/27/2008	11/29/2008	12/03/2008
26		11/27/2008	12/10/2008	Y	Y	12/11/2008	12/13/2008	12/17/2008
27 *****		12/11/2008	12/24/2008	N**	Y	12/25/2008	12/27/2008	12/31/2008

Type A Deductions include: * University Benefits, Transportation, University Club, Good Neighbors Campaign, United Way, Staff Club and other Gifts/Donations to USC, Housing Rent, Dental Clinic and Faculty Private Practice, Orthodontic Faculty Practice, Local 11 Union Dues, Local 30 Union Dues, and McCulloch Town Homes.

Type B Deductions include: Credit Union, USCard, Garnishments, Child Support, Taxable Tuition Assistance, Supplemental Retirement and Ticket Office.

* University Benefits include: Medical, Dental, Vision, Pretax Payment Accounts (PPA), Supplemental Life Insurance, Dependent Life Insurance, Supplemental AD&D, AFLAC, and Long Term Care.

** No Type A Deductions will be taken on the paycheck.

*** BW14 - Running of BW14 is scheduled on Friday due to Fiscal Year Ending processing.

**** BW25 - 11/27/08 and 11/28/08 are University Holidays. Payroll will follow the normal schedule.

***** BW27 - University Holidays and University Winter Break. Payroll will follow the normal schedule.

There will be additional communication outlining procedures for these Holiday periods.

Updated on 11/28/07