2018 MONTHLY PAYROLL CALENDAR

* Deviates from the normal deadline

University of South Alabama
USA Healthcare Management, LLC
University of South Alabama Healthcare Authority

Payroll ID** and Number	Period Covered	PA/Paperwork Due In HR or Payroll As Appropriate Before 4:00 PM	Employee Leave Report Payroll Before 5:00 PM (a)	Approvers Leave Report Payroll Before 5:00 PM	Check Date
Monthly 01	12/01/2017 - 12/31/2017	**12/15/2017***	01/15/2018	01/20/2018	01/02/2018
Monthly 02	01/01/2018 - 01/31/2018	01/22/2018	02/15/2018	02/20/2018	02/01/2018