



MONTHLY TIME AND ATTENDANCE (TARS) SCHEDULE 2024

v1 (12/20/23)

Pay Cycle	Leave Period Begin Date	Leave Period End Date	Employee Cutoff - due 11pm	Supervisor Cutoff - due 11pm	Pay Confirm (After 4pm)	Leave Accrual Posted (After 5pm)	Check Date	Leave Taken in this Period Updated to UCPath On
MO	12-01-23	12-31-23	Thu 01-04-24	Tue 01-09-24	Fri 01-26-24	Thu 02-01-24	Wed 02-01-24	Thu 02-01-24
MO	01-01-24	01-31-24	Mon 02-05-24	Thu 02-08-24	Mon 02-26-24	Fri 03-01-24	Fri 03-01-24	Fri 03-01-24
MO	02-01-24	02-29-24	Tue 03-05-24	Fri 03-08-24	Tue 03-26-24	Mon 04-01-24	Mon 04-01-24	Mon 04-01-24
MO	03-01-24	03-31-24	Wed 04-03-24	Mon 04-08-24	Thu 04-25-24	Wed 05-01-24	Wed 05-01-24	Wed 05-01-24
MO	04-01-24	04-30-24	Fri 05-03-24	Wed 05-08-24	Fri 05-24-24	Fri 05-31-24	Fri 05-31-24	Fri 05-31-24
MO	05-01-24	05-31-24	Wed 06-05-24	Mon 06-10-24	Wed 06-26-24	Mon 07-01-24	Mon 07-01-24	Mon 07-01-24
MO	06-01-24	06-30-24	Wed 07-03-24	Tue 07-09-24	Fri 07-26-24	Tue 07-30-24	Thu 08-01-24	Thu 08-01-24
MO	07-01-24	07-31-24	Mon 08-05-24	Thu 08-08-24	Mon 08-26-24	Fri 08-30-24	Fri 08-30-24	Fri 08-30-24
MO	08-01-24	08-31-24	Thu 09-05-24	Tue 09-10-24	Wed 09-25-24	Tue 10-01-24	Tue 10-01-24	Tue 10-01-24
MO	09-01-24	09-30-24	Thu 10-03-24	Tue 10-08-24	Mon 10-28-24	Fri 11-01-24	Fri 11-01-24	Fri 11-01-24
MO	10-01-24	10-31-24	Tue 11-05-24	Fri 11-08-24	Thu 11-21-24	Wed 11-27-24	Wed 11-27-24	Wed 11-27-24
MO	11-01-24	11-30-24	Wed 12-04-24	Mon 12-09-24	Fri 12-27-24	Fri 01-03-25	Thu 01-02-25	Thu 01-02-25
MO	12-01-24	12-31-24	Mon 01-06-25	Thu 01-09-25	TBD	TBD	TBD	TBD
*Early Cutoff								