



MONTHLY ONE TIME PAY TOOL SCHEDULE - 2024

v1 (12/20/23)

Pay Cycle	Pay Period Begin Date	Pay Period End Date	Approval Deadline I-618 File Creation due (1:45 pm)	Corrections (I-618) due 1:30 pm	Pay Confirm (After 4pm)	Check Date
MO	01-01-24	01-31-24	Wed 01-24-24	Thu 01-25-24	Fri 01-26-24	Wed 02-01-24
MO	02-01-24	02-29-24	Thu 02-22-24	Fri 02-23-24	Mon 02-26-24	Fri 03-01-24
MO	03-01-24	03-31-24	Fri 03-22-24	Mon 03-25-24	Tue 03-26-24	Mon 04-01-24
MO	04-01-24	04-30-24	Tue 04-23-24	Wed 04-24-24	Thu 04-25-24	Wed 05-01-24
MO	05-01-24	05-31-24	Wed 05-22-24	Thu 05-23-24	Fri 05-24-24	Fri 05-31-24
MO	06-01-24	06-30-24	Fri 06-21-24	Mon 06-24-24	Wed 06-26-24	Mon 07-01-24
MO	07-01-24	07-31-24	Wed 07-24-24	Thu 07-25-24	Fri 07-26-24	Thu 08-01-24
MO	08-01-24	08-31-24	Thu 08-22-24	Fri 08-23-24	Mon 08-26-24	Fri 08-30-24
MO	09-01-24	09-30-24	Mon 09-23-24	Tue 09-24-24	Wed 09-25-24	Tue 10-01-24
MO	10-01-24	10-31-24	Thu 10-24-24	Fri 10-25-24	Mon 10-28-24	Fri 11-01-24
MO	11-01-24	11-30-24	Tue 11-19-24	Wed 11-20-24	Thu 11-21-24	Wed 11-27-24
MO	12-01-24	12-31-24	Mon 12-23-24*	Thu 12-26-24*	Fri 12-27-24	Thu 01-02-25
<i>Please note: Pay Period Begin & End Dates are synced with UCPATH Pay Period Dates.</i>						