UC RIVERSIDE UNIVERSITY OF CALIFORNIA

## MONTHLY TIME AND ATTENDANCE (TARS) SCHEDULE - 2020 - v4 (04/14/2020)

| Pay Cycle | Leave Period Begin Date | Leave Period End Date | Employee Cutoff - due 11pm | Supervisor Cutoff - due 11pm | TAA Cutoff & I-181 File Creation due (1:45pm) | Prior Period Adj Begins for this Pay Period | Corrections (Express I-181) due 1:45 pm | Negative Confirmation Begins | Pay Confirm (After 4pm) | Leave Accrual Posted (After 5pm) | Leave Taken in this Period Updated in UCPath On | Check Date | Negative Confirm Ends/ Last Day for Prior Period Adj. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MO | 11-01-19 | 11-30-19 | Wed 12-04-19 | Mon 12-09-19 | Tue 12-17-19 (9:30AM)* | Tue 12-17-19 (9:30AM)* | Wed 12-18-19 (4PM)* | Thu 12-26-19 | Fri 12-27-19 | Tue 12-31-19 | Thu 01-02-20 | Thu 01-02-20 | Wed 01-22-20 |
| MO | 12-01-19 | 12-31-19 | Mon 01-06-20 | Thu 01-09-20 | Wed 01-22-20 | Wed 01-22-20 | Thu 1-23-20 (11AM)* | Thu 01-23-20 | Mon 01-27-20 | Fri 01-31-20 | Fri 01-31-20 | Fri 01-31-20 | Wed 02-19-20 |
| MO | 01-01-20 | 01-31-20 | Wed 02-05-20 | Mon 02-10-20 | Wed 02-19-20 | Wed 02-19-20 | Thu 2-20-20 (11AM)* | Thu 02-20-20 | Mon 02-24-20 | Fri 02-28-20 | Fri 02-28-20 | Fri 02-28-20 | Mon 03-23-20 |
| MO | 02-01-20 | 02-29-20 | Wed 03-04-20 | Mon 03-09-20 | Mon 03-23-20 | Mon 03-23-20 | Tue 03-24-20 | Tue 03-24-20 | Thu 03-26-20 | Wed 04-01-20 | Wed 04-01-20 | Wed 04-01-20 | Wed 04-22-20 |
| MO | 03-01-20 | 03-31-20 | Tue 04-07-20 | Fri 04-10-20 | Wed 04-22-20 | Wed 04-22-20 | Thu 04-23-20 | Thu 04-23-20 | Mon 04-27-20 | Fri 05-01-20 | Fri 05-01-20 | Fri 05-01-20 | Thu 05-21-20 |
| MO | 04-01-20 | 04-30-20 | Tue 05-05-20 | Fri 05-08-20 | Thu 05-21-20 | Thu 05-21-20 | Fri 5-22-20 (12PM)* | Fri 05-22-20 | Thu 5-28-20* | Mon 06-01-20 | Mon 06-01-20 | Mon 06-01-20 | Mon 06-22-20 |
| MO | 05-01-20 | 05-31-20 | Wed 06-03-20 | Mon 06-08-20 | Mon 06-22-20 | Mon 06-22-20 | Tue 06-23-20 | Tue 06-23-20 | Thu 06-25-20 | Mon 06-29-20 | Wed 07-01-20 | Wed 07-01-20 | Wed 07-22-20 |
| MO | 06-01-20 | 06-30-20 | Mon 07-06-20 | Thu 07-09-20 | Wed 07-22-20 | Wed 07-22-20 | Thu 07-23-20 | Thu 07-23-20 | Mon 07-27-20 | Tue 07-28-20 | Fri 07-31-20 | Fri 07-31-20 | Fri 08-21-20 |
| MO | 07-01-20 | 07-31-20 | Wed 08-05-20 | Mon 08-10-20 | Fri 08-21-20 | Fri 08-21-20 | Mon 08-24-20 | Mon 08-24-20 | Wed 08-26-20 | Tue 09-01-20 | Tue 09-01-20 | Tue 09-01-20 | Tue 09-22-20 |
| MO | 08-01-20 | 08-31-20 | Thu 09-03-20 | Wed 09-09-20 | Tue 09-22-20 | Tue 09-22-20 | Wed 09-23-20 | Wed 09-23-20 | Fri 09-25-20 | Thu 10-01-20 | Thu 10-01-20 | Thu 10-01-20 | Wed 10-21-20 |
| MO | 09-01-20 | 09-30-20 | Mon 10-05-20 | Thu 10-08-20 | Wed 10-21-20 | Wed 10-21-20 | Thu 10-22-20 | Thu 10-22-20 | Mon 10-26-20 | Fri 10-30-20 | Fri 10-30-20 | Fri 10-30-20 | Fri 11-20-20 |
| MO | 10-01-20 | 10-31-20 | Wed 11-04-20 | Mon 11-09-20 | Fri 11-20-20 | Fri 11-20-20 | Mon 11-23-20 | Mon 11-23-20 | Wed 11-25-20 | Tue 12-01-20 | Tue 12-01-20 | Tue 12-01-20 | Tue 12-22-20 * |
| MO | 11-01-20 | 11-30-20 | Thu 12-03-20 | Tue 12-08-20 | Tue 12-22-20 * | Tue 12-22-20 * | Wed 12-23-20 * | Wed 12-23-20 * | Tue 12-29-20 | Sat 01-02-21 | Mon 01-04-21 | Mon 01-04-21 | TBD |
| *Early Cutoff | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |