



BIWEEKLY ONE TIME PAY TOOL SCHEDULE - 2022

V1 (12/2/2021)

Pay Cycle	Pay Period Begin	Pay Period End	Request Approval Deadline	I-618 File Creation (1:45pm)	Corrections (I-618) due 1:45 pm	Pay Confirm (After 4pm)	Check Date
B1	12-12-21	12-25-21	Mon 12-27-21	Mon 12-27-21 *	Tue 12-28-21 *	Wed 12-29-21	Wed 01-05-22
B2	12-26-21	01-08-22	Mon 01-10-22	Tue 01-11-22	Wed 01-12-22	Thu 01-13-22	Wed 01-19-22
B1	01-09-22	01-22-22	Mon 01-24-22	Tue 01-25-22	Wed 01-26-22	Thu 01-27-22	Wed 02-02-22
B2	01-23-22	02-05-22	Mon 02-07-22	Tue 02-08-22	Wed 02-09-22	Thu 02-10-22	Wed 02-16-22
B1	02-06-22	02-19-22	Mon 02-21-22	Tue 02-22-22	Wed 02-23-22	Thu 02-24-22	Wed 03-02-22
B2	02-20-22	03-05-22	Mon 03-07-22	Tue 03-08-22	Wed 03-09-22	Thu 03-10-22	Wed 03-16-22
B3**	03-06-22	03-19-22	Mon 03-21-22	Tue 03-22-22	Wed 03-23-22	Thu 03-24-22	Wed 03-30-22
B1	03-20-22	04-02-22	Mon 04-04-22	Tue 04-05-22	Wed 04-06-22	Thu 04-07-22	Wed 04-13-22
B2	04-03-22	04-16-22	Mon 04-18-22	Tue 04-19-22	Wed 04-20-22	Thu 04-21-22	Wed 04-27-22
B1	04-17-22	04-30-22	Mon 05-02-22	Tue 05-03-22	Wed 05-04-22	Thu 05-05-22	Wed 05-11-22
B2	05-01-22	05-14-22	Mon 05-16-22	Tue 05-17-22	Wed 05-18-22	Thu 05-19-22	Wed 05-25-22
B1	05-15-22	05-28-22	Mon 05-30-22	Tue 05-31-22	Wed 06-01-22	Thu 06-02-22	Wed 06-08-22
B2	05-29-22	06-11-22	Mon 06-13-22	Tue 06-14-22	Wed 06-15-22	Thu 06-16-22	Wed 06-22-22
B1	06-12-22	06-25-22	Mon 06-27-22	Tue 06-28-22	Wed 06-29-22	Thu 06-30-22	Wed 07-06-22
B2	06-26-22	07-09-22	Mon 07-11-22	Tue 07-12-22	Wed 07-13-22	Thu 07-14-22	Wed 07-20-22
B1	07-10-22	07-23-22	Mon 07-25-22	Tue 07-26-22	Wed 07-27-22	Thu 07-28-22	Wed 08-03-22
B2	07-24-22	08-06-22	Mon 08-08-22	Tue 08-09-22	Wed 08-10-22	Thu 08-11-22	Wed 08-17-22
B3**	08-07-22	08-20-22	Mon 08-22-22	Tue 08-23-22	Wed 08-24-22	Thu 08-25-22	Wed 08-31-22
B1	08-21-22	09-03-22	Mon 09-05-22	Tue 09-06-22	Wed 09-07-22	Thu 09-08-22	Wed 09-14-22
B2	09-04-22	09-17-22	Mon 09-19-22	Tue 09-20-22	Wed 09-21-22	Thu 09-22-22	Wed 09-28-22
B1	09-18-22	10-01-22	Mon 10-03-22	Tue 10-04-22	Wed 10-05-22	Thu 10-06-22	Wed 10-12-22
B2	10-02-22	10-15-22	Mon 10-17-22	Tue 10-18-22	Wed 10-19-22	Thu 10-20-22	Wed 10-26-22
B1	10-16-22	10-29-22	Mon 10-31-22	Tue 11-01-22	Wed 11-02-22	Thu 11-03-22	Wed 11-09-22
B2	10-30-22	11-12-22	Mon 11-14-22	Tue 11-15-22	Wed 11-16-22	Thu 11-17-22	Wed 11-23-22
B1	11-13-22	11-26-22	Mon 11-28-22	Tue 11-29-22	Wed 11-30-22	Thu 12-01-22	Wed 12-07-22
B2	11-27-22	12-10-22	Mon 12-12-22	Tue 12-13-22	Wed 12-14-22	Thu 12-15-22	Wed 12-21-22
B1	12-11-22	12-24-22	Mon 12-26-22	Tue 12-27-22	Wed 12-28-22	Thu 12-29-22	Wed 01-04-23
*Early Date Cutoff ; **Flat Dollar Deduction Holiday							