

Student Employment Calendar

2015-16

Hours worked in month of	Begin date	Enter hours by	Supervisors must sign off by 5 pm	Pay Date
Aug/September	08/27/2015	Tues. 09/30/15	Fri. 10/2/ 2015	Thurs. 10/08/15
October	10/01/2015	Sat. 10/31/15	Mon. 11/2/2015	Mon. 11/9/15
November	11/01/2015	Mon. 11/30/15	Tues. 12/1/2015	Tues. 12/8/15
December	12/01/2015	Thurs. 12/31/15	Mon. 01/4/2016	Fri. 01/08/16
January	01/01/2016	Sun. 01/31/16	Mon. 02/1/2016	Mon. 02/8/16
February	02/01/2016	Mon. 02/29/16	Tues. 03/01/2016	Tues. 03/8/16
March	03/01/2016	Thurs. 03/31/16	Fri. 04/01/2016	Fri. 04/08/16
April	04/01/2016	Sat. 04/30/16	Mon. 05/02/2016	Mon. 05/09/16
May	05/01/2016	Sat. 05/14/16	Mon. 05/16/2016	Fri. 05/20/2016

NOTES:

Have you completed the direct deposit form to have your earnings deposited directly to your student account OR personal bank account?

August: Enter any hours worked on August 27, 28, 29, 30 and 31 into the September time sheet

September: Complete employment paperwork in the Office of Student Financial Planning.
Reminder--Enter any hours worked on August 27, 28, 29, 30 and 31 into the September time sheet.

December: The fall term ends on December 16, be sure to enter your hours before you leave for break!

February: File your 2015 taxes and file your 2016-17 FAFSA!!

May: Academic year ends May 11th but hours worked may be entered through 05/14/16. After this date summer employment starts.