

The City College of New York - Payroll Office
TAX-LEVY PAYROLL SCHEDULE AUGUST 2022 - JUNE 2023
FOR NYSHIP DOCTORAL STUDENT USE ONLY

PP No.	DUE DATE	START OF PP	END OF PP	CHECK DATE	Suggested Hours
13	08/29/22	08/14/22	08/27/22	09/22/22	7
14	09/12/22	08/28/22	09/10/22	10/06/22	7
15	09/26/22	09/11/22	09/24/22	10/20/22	7
16	10/11/22*	09/25/22	10/08/22	11/03/22	7
17	10/24/22	10/09/22	10/22/22	11/17/22	7
18	11/07/22	10/23/22	11/05/22	12/01/22	4
19	11/21/22	11/06/22	11/19/22	12/15/22	4
20	12/05/22	11/20/22	12/03/22	12/29/22	4
21	12/19/22	12/04/22	12/17/22	01/12/23	4
22	01/02/23	12/18/22	12/31/22	01/26/23	4
23	01/17/23*	01/01/23	01/14/23	02/09/23	4

Total **59**

PP No.	DUE DATE	START OF PP	END OF PP	CHECK DATE	Suggested Hours
24	01/30/23	01/15/23	01/28/23	02/23/23	4
25	02/13/23	01/29/23	02/11/23	03/09/23	4
26	02/27/23	02/12/23	02/25/23	03/23/23	4
1	03/13/23	02/26/23	03/11/23	04/06/23	6
2	03/27/23	03/12/23	03/25/23	04/20/23	6
3	04/10/23	03/26/23	04/08/23	05/04/23	6
4	04/24/23	04/09/23	04/22/23	05/18/23	6
5	05/08/23	04/23/23	05/06/23	06/01/23	6
6	05/22/23	05/07/23	05/20/23	06/15/23	6
7	06/05/23*	05/21/23	06/03/23	06/29/23	7

Total **55**

Total Hours for Fall & Spring **114**

***Indicates irregular check availability dates due to holiday and school closures.**

In order to avoid a delay in payment, timesheets must be submitted by close of business on the specified due date. Timesheets received after the due date will be processed for the next available pay date.

Under NYS Labor Law, employees must not work more than five hours without taking a thirty-minute unpaid break.

Any questions, please contact the payroll office at (212) 650-7238.

Fall Appointment Dates: 8/25/2022 through 1/24/2023 Spring Appointment Dates: 1/25/23 through 5/23/2023

Full Year: 8/25/2022 through 5/23/2023

Note: Unless the employee opts out, summer premiums will be deducted during the Spring semester.

Please ensure timesheets on time to avoid a lapse in health coverage.