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.

If you have any questions or concerns please contact Payroll Services at (212) 650-7238 or via email at payrollservices@ccny.cuny.edu

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