



OLD DOMINION UNIVERSITY RESEARCH FOUNDATION

PAY SCHEDULE 2021 – Calendar Year

<u>2–Week Pay Period</u>	<u>e-PAS Due</u>	<u>Timesheet Due</u>	<u>Pay date</u>	<u>Pay Cycle</u>
12/20/20 - 01/02/21	*12/11/20	01/04/21	01/08/21	201
01/03/21 - 01/16/21	*12/21/20	*01/15/21	01/22/21	202
01/17/21 - 01/30/21	01/15/21	02/01/21	02/05/21	203
01/31/21 - 02/13/21	01/29/21	02/15/21	02/19/21	204
02/14/21 - 02/27/21	02/12/21	03/01/21	03/05/21	205
02/28/21 - 03/13/21	02/26/21	03/15/21	03/19/21	206
03/14/21 - 03/27/21	03/12/21	03/29/21	04/02/21	207
03/28/21 - 04/10/21	03/26/21	04/12/21	04/16/21	208
04/11/21 - 04/24/21	04/09/21	04/26/21	04/30/21	209
04/25/21 - 05/08/21	04/23/21	05/10/21	05/14/21	210
05/09/21 - 05/22/21	*04/30/21	05/24/21	05/28/21	211
05/23/21 - 06/05/21	05/21/21	06/07/21	06/11/21	212
06/06/21 - 06/19/21	06/04/21	06/21/21	06/25/21	213
06/20/21 - 07/03/21	06/18/21	*07/02/21	07/09/21	214
07/04/21 - 07/17/21	07/02/21	07/19/21	07/23/21	215
07/18/21 - 07/31/21	07/16/21	08/02/21	08/06/21	216
08/01/21 - 08/14/21	07/30/21	08/16/21	08/20/21	217
08/15/21 - 08/28/21	*08/06/21	08/30/21	09/03/21	218
08/29/21 - 09/11/21	08/27/21	09/13/21	09/17/21	219
09/12/21 - 09/25/21	09/10/21	09/27/21	10/01/21	220
09/26/21 - 10/09/21	09/24/21	10/11/21	10/15/21	221
10/10/21 - 10/23/21	10/08/21	10/25/21	10/29/21	222
10/24/21 - 11/06/21	10/22/21	11/08/21	11/12/21	223
11/07/21 - 11/20/21	11/05/21	*11/19/21	11/26/21	224
11/21/21 - 12/04/21	*11/12/21	12/06/21	12/10/21	225
12/05/21 - 12/18/21	12/03/21	**12/17/21	12/24/21	226

* Earlier submission of e-PAS forms or time sheets requested due to new semester or holiday observance.

** ODURF/ODU is CLOSED Friday 12/24/21 through Sunday 01/02/22. In order to process payroll for the 12/24/21 pay date, we MUST have the time sheets for the 12/05/21 - 12/18/21 pay period BEFORE Winter Break. Please submit time sheets by 10 A.M. on Friday, December 17, 2021. You may estimate your time for the week of 12/05/21 - 12/18/21. Any corrections may be made on the following pay period (pay date 01/07/22).

Payroll Authorizations (e-PAS) and hourly time sheets are ALWAYS due by 10 A.M. on the due date.