

March 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Non-Exempt Pay Period Begins (March 1 st -15 th Regular Hours = 80 Hours)	2 Exempt Pay Day (February 1 st -29 th)	3 Non-Exempt Time Sheets Due to Payroll (February 16 th -29 th Regular Hours = 80 Hours) TimeClock Plus Hours Due by 1pm Central Time	4	5	6	7
8	9	10 Non-Exempt Pay Day (February 16 th -29 th)	11 Non-Exempt ePAFs Due to HR Pay Period (March 1 st -15 th)	12	13	14
15 Exempt Leave Reports Due (February 1 st -29 th) Non-Exempt Pay Period Ends (March 1 st -15 th Regular Hours = 80 Hours)	16 Non-Exempt Pay Period Begins (March 16 th -31 st Regular Hours = 96 Hours) HOLIDAY FOR HSC EL PASO ONLY	17	18 Exempt ePAFs Due to HR Non-Exempt Time Sheets Due to Payroll (March 1 st -15 th Regular Hours = 80 Hours) TimeClock Plus Hours Due by 1pm Central Time	19	20 HOLIDAY FOR TTU and HSC LUBBOCK ONLY	21
22	23	24	25 Non-Exempt Pay Day (March 1 st -15 th)	26	27 Non-Exempt ePAFs Due to HR (March 16 th -31 st)	28
29	30	31 Non-Exempt Pay Period Ends (March 16 th -31 st Regular Hours = 96 Hours)				