

## Alabama A&M University Institutional/Work-Study 2021 Payroll Schedule

**ALL STUDENT EMPLOYMENT CATEGORIES: NO WORK IS TO BE PERFORMED ON  
FEDERAL OBSERVED HOLIDAYS & OFFICIAL UNIVERSITY CLOSINGS.**

**FEDERAL COLLEGE WORK-STUDY EMPLOYMENT CATEGORY: NO WORK SHOULD BE  
PERFORMED DURING THE TIMES SCHEDULED FOR FINAL EXAMS.**

**\*Banks are closed on federal holidays; therefore payments may be received later than scheduled.**

### Student Employees

- “Submit for Approval” your completed time sheet by the end of your shift on your last working day of the Pay Period. You **will not** be able to access your time sheet after **11:59 p.m.** on the last working day of the Pay Period.

### Approvers

- “Approve” Time Sheets by 2:00 p.m. on the “Approval Date” for the Pay Period. You **will not** be able to approve time sheets after **2:00 p.m.**

**PLEASE NOTE: Time Sheets that are not submitted and approved by the deadline will result in delay of pay.**

Pay #	Pay Period Dates	Student Submission Date	Approvers Approval Date	Pay Date	Bank Observed Federal Holidays
1	12/19/2020-01/01/2021	01/01/2021	01/04/2021	01/08/2021	<b>*New Year’s Day 01/01</b>
2	01/02/2021-01/15/2021	01/15/2021	01/18/2021	01/22/2021	<b>*MLK Day 01/18</b>
3	01/16/2021-01/29/2021	01/29/2021	02/01/2021	02/05/2021	
4	01/30/2021-02/12/2021	02/12/2021	02/15/2021	02/19/2021	<b>*Presidents’ Day 02/15</b>
5	02/13/2021-02/26/2021	02/26/2021	03/01/2021	03/05/2021	
6	02/27/2021-03/12/2021	03/12/2021	03/15/2021	03/19/2021	
7	03/13/2021-03/26/2021	03/26/2021	03/29/2021	04/02/2021	
8	03/27/2021-04/09/2021	04/09/2021	04/12/2021	04/16/2021	
9	04/10/2021-04/23/2021	04/23/2021	04/26/2021	04/30/2021	
10	04/24/2021-05/07/2021	05/07/2021	05/10/2021	05/14/2021	
11	05/08/2021-05/21/2021	05/21/2021	05/24/2021	05/28/2021	<b>*Memorial Day 05/31</b>
12	05/22/2021-06/04/2021	06/04/2021	06/07/2021	06/11/2021	
13	06/05/2021-06/18/2021	06/18/2021	06/21/2021	06/25/2021	
14	06/19/2021-07/02/2021	07/02/2021	07/05/2021	07/09/2021	<b>*Independence Day 07/04</b>
15	07/03/2021-07/16/2021	07/16/2021	07/19/2021	07/23/2021	
16	07/17/2021-07/30/2021	07/30/2021	08/02/2021	08/06/2021	
17	07/31/2021-08/13/2021	08/13/2021	08/16/2021	08/20/2021	
18	08/14/2021-08/27/2021	08/27/2021	08/30/2021	09/03/2021	<b>*Labor Day 09/06</b>
19	08/28/2021-09/10/2021	09/10/2021	09/13/2021	09/17/2021	
20	09/11/2021-09/24/2021	09/24/2021	09/27/2021	10/01/2021	
21	09/25/2021-10/08/2021	10/08/2021	10/11/2021	10/15/2021	<b>*Columbus Day 10/11</b>
22	10/09/2021-10/22/2021	10/22/2021	10/25/2021	10/29/2021	
23	10/23/2021-11/05/2021	11/05/2021	11/08/2021	11/12/2021	<b>*Veterans Day 11/11</b>
24	11/06/2021-11/19/2021	11/19/2021	11/22/2021	11/26/2021	<b>*Thanksgiving Day 11/25</b>
25	11/20/2021-12/03/2021	12/03/2021	12/06/2021	12/10/2021	
26	12/04/2021-12/17/2021	12/17/2021	12/20/2021	12/24/2021	<b>*Christmas Day 12/25</b>