

# Macalester College Monthly Payroll Calendar

## Academic Year 2011/2012

Year	Number	Start Date	End Date	Pay Date	Leave Report Due Date	Holidays
2011	9	09/01/11	09/30/11	09/30/11	10/10/11	Sep 5
2011	10	10/01/11	10/31/11	10/31/11	11/10/11	
2011	11	11/01/11	11/30/11	11/30/11	12/10/11	Nov 24, Nov 25
2011	12	12/01/11	12/31/11	12/30/11	01/10/12	Dec 23 (obs), Dec 26 (obs)
2012	1	01/01/12	01/31/12	01/31/12	02/10/12	Jan 2 (obs), Jan 16
2012	2	02/01/12	02/29/12	02/29/12	03/10/12	
2012	3	03/01/12	03/31/12	03/30/12	04/10/12	
2012	4	04/01/12	04/30/12	04/30/12	05/10/12	May 28
2012	5	05/01/12	05/31/12	05/31/12	06/10/12	
2012	6	06/01/12	06/30/12	06/29/12	07/10/12	
2012	7	07/01/12	07/31/12	07/31/12	08/10/12	Jul 4
2012	8	08/01/12	08/31/12	08/31/12	09/10/12	

Leave reports are normally due by 4:30pm on the leave report due date.

Faculty/Staff Status forms for the pay period are due one week prior to the timesheet due date.

For eligible staff employees, one paid floating holiday is available for use between January and December.

Questions should be directed to [hr@macalester.edu](mailto:hr@macalester.edu) or 651-696-6280.