

**RED ROCKS COMMUNITY COLLEGE
FALL 2011 PAYROLL SCHEDULE
WORK STUDY
BI-WEEKLY PAID EMPLOYEES
AUG 13, 2011 - DECEMBER 30, 2011**

***** PLEASE NOTE UPDATES BELOW *****

**HR paperwork must be completed BEFORE beginning work.
e-Timesheets must be approved and submitted by supervisor BEFORE the due date/time.
Hours worked must be entered during period worked and cannot be submitted online after due date.**

NO EXCEPTIONS!

Work Study Award Amt:

Payroll Schedule Number	If you plan to work in Payroll Period	Your Hire Papers & any changes are Due to HR	Your e-Timesheet must be approved online by your supervisor by	You will be paid on Pay Day	Work Study Award Amt:	
					Earnings	Balance
091	AUG 13 - AUG 26	FRI, AUG 5	FRI, AUG 26 @ NOON *	FRI, SEP 9		\$0.00
092	AUG 27 - SEP 9	FRI, AUG 19	FRI, SEP 9 @ 5 PM	FRI, SEP 23		\$0.00
101	SEP 10 - SEP 23	FRI, SEP 2	FRI, SEP 23 @ 5 PM	FRI, OCT 7		\$0.00
102	SEP 24 - OCT 7	FRI, SEP 16	FRI, OCT 7 @ 5 PM	FRI, OCT 21		\$0.00
111	OCT 8 - OCT 21	FRI, SEP 30	FRI, OCT 21 @ 5 PM	FRI, NOV 4		\$0.00
112	OCT 22 - NOV 4	FRI, OCT 14	FRI, NOV 4 @ 5 PM	FRI, NOV 18		\$0.00
121	NOV 5 - NOV 18	FRI, OCT 28	FRI, NOV 18 @ NOON *	FRI, DEC 2		\$0.00
122	NOV 19 - DEC 2	FRI, NOV 11	FRI, DEC 2 @ 5 PM	FRI, DEC 16		\$0.00
123	DEC 3 - DEC 16	FRI, NOV 25	FRI, DEC 16 @ NOON *	FRI, DEC 30		\$0.00
011	DEC 17 - DEC 30	TUE, NOV 29	FRI, DEC 23 @ 5 PM *	FRI, JAN 13		\$0.00

Please contact Financial Aid if you have award questions.

*** DENOTES CHANGE IN REGULAR SCHEDULE**

#123: TIMESHEETS MUST BE SUBMITTED BY NOON ON 12/16 - NO EXCEPTIONS

#011: MUST NOTIFY PAYROLL BEFORE WORKING FROM DEC 24 TO 30