

University of the District of Columbia/Office of Pay Services
PeopleSoft Group “G1N”
2022 Time Entry Schedule*

Pay Period Number	Pay Period Dates	Employee's Time Entry Deadline	Manager's Approval Deadline	Payroll Review	Payroll Processing*	Check Date
1	12/19 – 01/01/22	12/22/21	01/03/22	01/04/22	01/05/22	01/11/22
2	01/02 – 01/15/22	01/13/22	01/14/22	01/18/22	01/19/22	01/25/22
3	01/16 – 01/29/22	01/27/22	01/28/22	02/01/22	02/02/22	02/08/22
4	01/30 – 02/12/22	02/10/22	02/14/22	02/15/22	02/16/22	02/22/22
5	02/13 – 02/26/22	02/24/22	02/28/22	03/01/22	03/02/22	03/08/22
6	02/27 – 03/12/22	03/10/22	03/14/22	03/15/22	03/16/22	03/22/22
7	03/13 – 03/26/22	03/24/22	03/28/22	03/29/22	03/30/22	04/05/22
8	03/27 – 04/09/22	04/06/22	04/08/22	04/11/22	04/12/22	04/19/22
9	04/10 – 04/23/22	04/21/22	04/25/22	04/26/22	04/27/22	05/03/22
10	04/24 – 05/07/22	05/05/22	05/09/22	05/10/22	05/11/22	05/17/22
11	05/08 – 05/21/22	05/19/22	05/23/22	05/24/22	05/25/22	05/31/22
12	05/22 – 06/04/22	06/02/22	06/06/22	06/07/22	06/08/22	06/14/22
13	06/05 – 06/18/22	06/15/22	06/17/22	06/21/22	06/22/22	06/28/22
14	06/19 – 07/02/22	06/29/22	06/30/22	07/01/22	07/06/22	07/12/22
15	07/03 – 07/16/22	07/14/22	07/18/22	07/19/22	07/20/22	07/26/22
16	07/17 – 07/30/22	07/28/22	08/01/22	08/02/22	08/03/22	08/09/22
17	07/31 – 08/13/22	08/11/22	08/15/22	08/16/22	08/17/22	08/23/22
18	08/14 – 08/27/22	08/25/22	08/29/22	08/30/22	08/31/22	09/06/22
19	08/28 – 09/10/22	09/08/22	09/12/22	09/13/22	09/14/22	09/20/22
20	09/11 – 09/24/22	09/22/22	09/26/22	09/27/22	09/28/22	10/04/22
21	09/25 – 10/08/22	10/05/22	10/07/22	10/11/22	10/12/22	10/18/22
22	10/09 – 10/22/22	10/20/22	10/24/22	10/25/22	10/26/22	11/01/22
23	10/23 – 11/05/22	11/02/22	11/04/22	11/07/22	11/08/22	11/15/22
24	11/06 – 11/19/22	11/16/22	11/18/22	11/21/22	11/22/22	11/29/22
25	11/20 – 12/03/22	12/01/22	12/02/22	12/06/22	12/07/22	12/13/22
26	12/04 – 12/19/22	12/14/22	12/16/22	12/20/22	12/21/22	12/27/22

*Due dates subject to change based on requests for acceleration by D.C. Office of Pay and Retirement Services (OPRS).