



21-22 Academic Year Payroll Important Dates and Deadlines

Faculty

First pay for new and returning Faculty – August 27, 2021

Deadline for **new** Faculty authorizations and employee paperwork – Friday, July 30, 2021 at 4:30 pm

Date on payroll – August 8, 2021

Adjuncts

First pay for Adjuncts for fall – September 24, 2021

Deadline for Adjunct authorizations and employee paperwork – Friday, July 30, 2021 at 4:30 pm

Date on payroll for fall – September 5, 2021

Date off payroll for fall – December 25, 2021

Last pay for Adjuncts for fall – December 29, 2021

(Adjuncts will be paid over the last 8 pays of the fall semester, as well as Chair Stipends)

First pay for Adjuncts for spring – February 25, 2022

Deadline for Adjunct authorizations and employee paperwork – Tuesday January 18, 2022 at 5:00 pm

Date on payroll for spring – February 6, 2022

Date off payroll for spring – May 14, 2022

Last pay for Adjuncts for spring – May 20, 2022

(Adjuncts will be paid over the last 7 pays of the spring semester, as well as Chair Stipends)

Winter Semester

Date on payroll – December 12, 2021

Date off payroll– January 22, 2022

Students

If you have questions about the student job board, please contact Yvonne Brown at #2190 or ybrown@lssu.edu.

First pay for Students for fall – September 10, 2021

For Students to receive a paycheck on September 10th, they must have an “authorized to work” status on the job board by Monday, August 23, 2021 at 5:00 pm

Date on payroll for academic year – August 23, 2021

Date off payroll for academic year – May 6, 2022