



# THE SOUTHERN BAPTIST THEOLOGICAL SEMINARY

## 2021 Bi-Weekly Payroll Schedule

To ensure that employees are paid in a timely fashion, **Supervisors need to approve TimeClock entries by 10:00 a.m. of the Monday** prior to the pay date, or the Supervisor sign-off date listed above.

<b>Supervisor Sign-Off</b>	<b>Pay Period</b>	<b>Payday</b>
January 11	12/28/20 – 1/10/21	January 15
January 25	1/11/21 – 1/24/21	January 29
February 8	1/25/21 – 2/7/21	February 12
February 22	2/8/21 – 2/21/21	February 26
March 8	2/22/21 – 3/7/21	March 12
March 22	3/8/21 – 3/21/21	March 26
April 5	3/22/21 – 4/4/21	April 9
April 19	4/5/21 – 4/18/21	April 23
May 3	4/19/21 – 5/2/21	May 7
May 17	5/3/21 – 5/16/21	May 21
May 31 (June 1)	5/17/21 – 5/30/21	June 4
June 14	5/31/21 – 6/13/21	June 18
June 28	6/14/21 – 6/27/21	July 2
July 12	6/28/21 – 7/11/21	July 16
July 26	7/12/21 – 7/25/21	July 30
August 9	7/26/21 – 8/8/21	August 13
August 23	8/9/21 – 8/22/21	August 27
September 6 (Tues Sept 7)	8/23/21 – 9/5/21	September 10
September 20	9/6/21 – 9/19/21	September 24
October 4	9/20/21 – 10/3/21	October 8
October 18	10/4/21 – 10/17/21	October 22
November 1	10/18/21 – 10/31/21	November 5
November 15	11/1/21 – 11/14/21	November 19
November 29	11/15/21 – 11/28/21	December 3
December 13	11/29/21 – 12/12/21	December 17
December 27 (Tues Dec 28)	12/13/21 – 12/26/21	December 31