

Southwest Texas Junior College 2023 - 2024 Payroll Schedule

Period Ending	Payroll Cycle	Employee TE Due to Supervisor	Supervisor TE Appr Due to Payroll	Pay Date
Last Day of Month	FULL-TIME FAC/STAFF	Any Adjustments	Due on 10th	See Below (20th)
Aug 16 - 31, 2023	Semi-Monthly/Salary (5th)	08/31/23 10:00AM	12:00PM	09/05/23
Sept 1 - 15, 2023	Semi-Monthly/Salary (20th)	09/18/23 10:00AM	12:00PM	09/20/23
Sept 16 - 30, 2023	Semi-Monthly/Salary (5th)	10/02/23 10:00AM	12:00PM	10/05/23
Oct 1 - 15, 2023	Semi-Monthly/Salary (20th)	10/16/23 10:00AM	12:00PM	10/20/23
Oct 16 - 31, 2023	Semi-Monthly/Salary (5th)	11/01/23 10:00AM	12:00PM	11/03/23
Nov 1 - 15, 2023	Semi-Monthly/Salary (20th)	11/16/23 10:00AM	12:00PM	11/20/23
Nov 16 - 30, 2023	Semi-Monthly/Salary (5th)	12/01/23 10:00AM	12:00PM	12/05/23
Dec 1 - 15, 2023	Semi-Monthly/Salary (20th)	12/14/23 10:00AM	12:00PM	12/20/23
Dec 16 - 31, 2023	Semi-Monthly/Salary (5th)	01/02/24 10:00AM	12:00PM	01/05/24
Jan 1 - 15, 2024	Semi-Monthly/Salary (20th)	01/16/24 10:00AM	12:00PM	01/19/24
Jan 16 - 31, 2024	Semi-Monthly/Salary (5th)	02/01/24 10:00AM	12:00PM	02/05/24
Feb 1 - 15, 2024	Semi-Monthly/Salary (20th)	02/15/24 10:00AM	12:00PM	02/20/24
Feb 16 - 29, 2024	Semi-Monthly/Salary (5th)	03/01/24 10:00AM	12:00PM	03/05/24
Mar 1 - 15, 2024	Semi-Monthly/Salary (20th)	03/18/24 10:00AM	12:00PM	03/20/24
Mar 16 - 31, 2024	Semi-Monthly/Salary (5th)	04/01/24 10:00AM	12:00PM	04/05/24
April 1 - 15, 2024	Semi-Monthly/Salary (20th)	04/16/24 10:00AM	12:00PM	04/19/24
April 16 - 30, 2024	Semi-Monthly/Salary (5th)	05/01/24 10:00AM	12:00PM	05/03/24
May 1 - 15, 2024	Semi-Monthly/Salary (20th)	05/16/24 10:00AM	12:00PM	05/20/24
May 16 - 31, 2024	Semi-Monthly/Salary (5th)	06/03/24 10:00AM	12:00PM	06/05/24
June 1 - 15, 2024	Semi-Monthly/Salary (20th)	06/17/24 10:00AM	12:00PM	06/20/24
June 16 - 30, 2024	Semi-Monthly/Salary (5th)	07/01/24 10:00AM	12:00PM	07/05/24
July 1 - 15, 2024	Semi-Monthly/Salary (20th)	07/16/24 10:00AM	12:00PM	07/19/24
July 16 - 31, 2024	Semi-Monthly/Salary (5th)	08/01/24 10:00AM	12:00PM	08/05/24
Aug 1 - 15, 2024	Semi-Monthly/Salary (20th)	08/16/24 10:00AM	12:00PM	08/20/24

SWTJC and First State Bank Holidays

September 4, 2023	Labor Day	January 15, 2024	Martin Luther King JR Day
October 9, 2023	Columbus Day (Bank Only)	February 19, 2024	Presidents Day (Bank Only)
November 10, 2023	Veterans Day (Bank Only)	March 11 - 15, 2024	SPRING BREAK
November 22 - 24, 2023	Thanksgiving Holiday	March 29, 2024	Good Friday
December 20 - 31, 2023	Christmas Holiday	May 27, 2024	Memorial Day
Jan 1, 2023	New Year's Holiday	June 19, 2024	Juneteenth (Bank Only)
		July 4, 2023	4th of July