



DISTRICT BUSINESS OFFICE

33 GOUGH STREET . SAN FRANCISCO. CA 94103-1214 415 241-2241. FAX 415 241-2267

To: Administrators, Department Heads, and Academic Employees

From: Certificated Payroll, 33 Gough

Subject: **2010-2011** Counseling/Hourly & Overload Timesheet Deadlines

Date: June 23, 2010

PAY PERIOD	DATES COVERED IN PAY PERIOD	TIMESHEETS DUE DISTRICT PAYROLL 33 GOUGH STREET	WEB DEADLINE MONDAYS @ NOON	PAY DAY		
16	07/01/10 - 07/09/10	WEDS	07/07/10	07/12/10	TUES	07/20/10
17	07/10/10 - 07/23/10	THURS	07/22/10	07/26/10	TUES	08/03/10
18	07/24/10 - 08/06/10	THURS	08/05/10	08/09/10	TUES	08/17/10
19	08/07/10 - 08/20/10	WEDS	08/18/10	08/23/10	TUES	08/31/10
20	08/21/10 - 09/03/10	TUES	08/31/10	09/03/10	TUES	09/14/10
21	09/04/10 - 09/17/10	THURS	09/16/10	09/20/10	TUES	09/28/10
22	09/18/10 - 10/01/10	THURS	09/30/10	10/04/10	TUES	10/12/10
23	10/02/10 - 10/15/10	THURS	10/14/10	10/18/10	TUES	10/26/10
24	10/16/10 - 10/29/10	THURS	10/28/10	11/01/10	TUES	11/09/10
25	10/30/10 - 11/12/10	TUES	11/09/10	11/15/10	TUES	11/23/10
26	11/13/10 - 11/26/10	MON	11/22/10	11/24/10	TUES	12/07/10
27	11/27/10 - 12/10/10	MON	12/06/10	12/08/10	TUES	12/21/10
01	12/11/10 - 12/24/10	TUES	12/14/10	12/16/10	TUES	01/04/11
02	12/25/10 - 01/07/11	WEDS	01/05/11	01/10/11	TUES	01/18/11
03	01/08/11 - 01/21/11	THURS	01/20/11	01/24/11	TUES	02/01/11
04	01/22/11 - 02/04/11	TUES	02/02/11	02/07/11	TUES	02/15/11
05	02/05/11 - 02/18/11	TUES	02/15/11	02/16/11	TUES	03/01/11
06	02/19/11 - 03/04/11	THURS	03/03/11	03/07/11	TUES	03/15/11
07	03/05/11 - 03/18/11	TUES	03/15/11	03/17/11	TUES	03/29/11
08	03/19/11 - 04/01/11	THURS	03/24/11	04/04/11	TUES	04/12/11
09	04/02/11 - 04/15/11	THURS	04/14/11	04/18/11	TUES	04/26/11
10	04/16/11 - 04/29/11	THURS	04/28/11	05/02/11	TUES	05/10/11
11	04/30/11 - 05/13/11	THURS	05/12/11	05/16/11	TUES	05/24/11
12	05/14/11 - 05/27/11	WEDS	05/25/11	05/27/11	TUES	06/07/11
13	05/28/11 - 06/10/11	TUES	06/07/11	06/10/11	TUES	06/21/11
14	06/11/11 - 06/24/11	TUES	06/21/11	06/23/11	TUES	07/05/11
15	06/25/11 - 06/30/11	THURS	06/30/11	07/01/11	TUES	07/19/11

*FISCAL YEAR END –6 CALENDAR DAYS ONLY-SPLIT PERIOD/PART OF PAY PERIOD #16

IMPORTANT NOTE: SCHEDULE IS SUBJECT TO CHANGE