

# LONG BEACH COMMUNITY COLLEGE DISTRICT

## 2021-2022 PAYROLL SCHEDULE (JULY - DECEMBER)

<b>REGULAR MONTHLY</b>	<b>ACADEMIC EQUAL PAY</b>	<b>HOURLY/DAILY TIMECARDS</b>	<b>LATE/SUPPLEMENTAL/C12 OT</b>
Academic(A12) and Classified(C12)	CHI Instructional Hourly & CCA Overload through Equal Pay Process (EQP)	Class. Hrly(HDC), Acad. Hrly(AHD), Students(STU), Fed. Wk Study(FWS), Board & Commissioners(BDP)	<b>&amp; Salary Advance</b> Only time Class. Reg Mo OT is paid

MONTH	REG. MONTHLY ABSENCES INPUT TO TARS	PAYCHECK ISSUE DATE	EQUAL PAY ABSENCES INPUT TO TARS	PAYCHECK ISSUE DATE	HOURLY TIMECARDS TIMECARDS (except C12) INPUT TO TARS	PAYCHECK ISSUE DATE	LATE TIMECARDS/ADJ & CLASS. REG. MO OT INPUT TO TARS	PAYCHECK ISSUE DATE
JULY 2021	<b>ABS DEADLINE **</b> <b>15-Jul</b>	7/29/2021 Thursday	<b>ABS DEADLINE **</b> <b>Do NOT enter Absences for EQP</b> <b>No EQP</b>	NO EQP	<b>TIMECARD DEADLINE **</b> <b>7/28/21* (EARLY)</b>	8/10/2021 Tuesday	<b>LATE/OT TC DEADLINE</b> <b>4-Aug</b>	8/16/2021 Monday
	Pay Per End Date: 7/31/2021				Pay Per End Date: 07/31/2021		Pay Per End Date: 08/01/2021	
AUGUST 2021	<b>ABS DEADLINE **</b> <b>18-Aug</b>	8/31/2021 Tuesday	<b>ABS DEADLINE **</b> FINAL SCHEDULE CHANGES ^ <b>18-Aug</b>	9/10/2021 Friday	<b>TIMECARD DEADLINE **</b> <b>8/31/21* (EARLY)</b>	9/10/2021 Friday	<b>LATE/OT TC DEADLINE</b> <b>7-Sep</b>	9/16/2021 Thursday
	Pay Per End Date: 08/31/2021		Pay Per End Date: 08/31/2021		Pay Per End Date: 08/31/2021		Pay Per End Date: 09/01/2021	
SEPTEMBER 2021	<b>ABS DEADLINE **</b> <b>20-Sep</b>	9/30/2021 Thursday	<b>ABS DEADLINE **</b> FINAL SCHEDULE CHANGES ^ <b>20-Sep</b>	10/8/2021 Friday	<b>TIMECARD DEADLINE **</b> <b>9/29/21* (EARLY)</b>	10/8/2021 Friday	<b>LATE/OT TC DEADLINE</b> <b>6-Oct</b>	10/15/2021 Friday
	Pay Per End Date: 09/30/2021		Pay Per End Date: 09/30/2021		Pay Per End Date: 09/30/2021		Pay Per End Date: 10/01/2021	
OCTOBER 2021	<b>ABS DEADLINE **</b> <b>19-Oct</b>	10/29/2021 Friday	<b>ABS DEADLINE **</b> FINAL SCHEDULE CHANGES ^ <b>19-Oct</b>	11/10/2021 Wednesday	<b>TIMECARD DEADLINE **</b> <b>1-Nov</b>	11/10/2021 Wednesday	<b>LATE/OT TC DEADLINE</b> <b>4-Nov</b>	11/16/2021 Tuesday
	Pay Per End Date: 10/31/2021		Pay Per End Date: 10/31/2021		Pay Per End Date: 10/31/2021		Pay Per End Date: 11/01/2021	
NOVEMBER 2021	<b>ABS DEADLINE **</b> <b>16-Nov</b>	11/30/2021 Tuesday	<b>ABS DEADLINE **</b> FINAL SCHEDULE CHANGES ^ <b>16-Nov</b>	12/10/2021 Friday	<b>TIMECARD DEADLINE **</b> <b>1-Dec</b>	12/10/2021 Friday	<b>LATE/OT TC DEADLINE</b> <b>6-Dec</b>	12/16/2021 Thursday
	Pay Per End Date: 11/30/2021		Pay Per End Date: 11/30/2021		Pay Per End Date: 11/30/2021		Pay Per End Date: 12/01/2021	
DECEMBER 2021	<b>ABS DEADLINE **</b> <b>13-Dec</b>	12/23/2021 Thursday	<b>ABS DEADLINE **</b> FINAL SCHEDULE CHANGES ^ <b>13-Dec</b>	1/10/2022 Monday	<b>TIMECARD DEADLINE **</b> <b>12/23/21* (EARLY)</b>	1/10/2022 Monday	<b>LATE/OT TC DEADLINE</b> <b>4-Jan</b>	1/13/2022 Thursday
	Pay Per End Date: 12/31/2021		Pay Per End Date: 12/31/2021		Pay Per End Date: 12/31/2021		Pay Per End Date: 01/01/2022	

^ Schedule changes must be in Academic Services by 3:00 p.m. THERE IS NO LATE PERIOD FOR EQUAL PAY. Any changes after this date will appear on the following month.

\*\* HR changes must be in Payroll by 2:00 p.m.

# LONG BEACH COMMUNITY COLLEGE DISTRICT

## 2021-2022 PAYROLL SCHEDULE (JANUARY - JUNE)

<b>REGULAR MONTHLY</b> <small>Academic(A12) and Classified(C12)</small>	<b>ACADEMIC EQUAL PAY</b> <small>CHI Instructional Hourly &amp; CCA Overload through Equal Pay Process (EQP)</small>	<b>HOURLY/DAILY TIMECARDS</b> <small>Class. Hrly(HDC), Acad. Hrly(AHD), Students(STU) Fed. Wk Study(FWS), Board &amp; Commissioners(BDP)</small>	<b>LATE/SUPPLEMENTAL/C12 OT &amp; Salary Advance</b> <small>Only time Class. Reg Mo OT is paid</small>
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	REG. MONTHLY	PAYCHECK	EQUAL PAY	PAYCHECK	HOURLY TIMECARDS	PAYCHECK	LATE TIMECARDS/ADJ	PAYCHECK
MONTH	ABSENCES	ISSUE DATE	ABSENCES	ISSUE DATE	TIMECARDS	ISSUE DATE	& CLASS. REG. MO OT	ISSUE DATE
	INPUT TO TARS		INPUT TO TARS		INPUT TO TARS		INPUT TO TARS	
JANUARY 2022	ABS DEADLINE ** <b>18-Jan</b>	1/31/2022 Monday	ABS DEADLINE ** <b>Do NOT enter Absences for EQP</b>	NO EQP	TIMECARD DEADLINE ** <b>1-Feb</b>	2/10/2022 Thursday	LATE/OT TC DEADLINE ** <b>7-Feb</b>	2/16/2022 Wednesday
	Pay Per End Date: 01/31/2022		<b>No EQP</b>		Pay Per End Date: 01/31/2022		Pay Per End Date: 02/01/2022	
FEBRUARY 2022	ABS DEADLINE ** <b>14-Feb</b>	2/28/2022 Monday	ABS DEADLINE ** FINAL SCHEDULE CHANGES ^	3/10/2022 Thursday	TIMECARD DEADLINE ** <b>1-Mar</b>	3/10/2022 Thursday	LATE/OT TC DEADLINE ** <b>7-Mar</b>	3/16/2022 Wednesday
	Pay Per End Date: 02/28/2022		<b>14-Feb</b>	Pay Per End Date: 02/28/2022	Pay Per End Date: 02/28/2022		Pay Per End Date: 03/01/2022	
MARCH 2022	ABS DEADLINE ** <b>21-Mar</b>	3/31/2022 Thursday	ABS DEADLINE ** FINAL SCHEDULE CHANGES ^	4/8/2022 Friday	TIMECARD DEADLINE ** <b>3/30/22* (EARLY)</b>	4/8/2022 Friday	LATE/OT TC DEADLINE ** <b>6-Apr</b>	4/15/2022 Friday
	Pay Per End Date: 03/31/2022		<b>21-Mar</b>	Pay Per End Date: 03/31/2022	Pay Per End Date: 03/31/2022		Pay Per End Date: 04/01/2022	
APRIL 2022	ABS DEADLINE ** <b>19-Apr</b>	4/29/2022 Friday	ABS DEADLINE ** FINAL SCHEDULE CHANGES ^	5/10/2022 Tuesday	TIMECARD DEADLINE ** <b>4/29/22* (EARLY)</b>	5/10/2022 Tuesday	LATE/OT TC DEADLINE ** <b>5-May</b>	5/16/2022 Monday
	Pay Per End Date: 04/30/2022		<b>19-Apr</b>	Pay Per End Date: 04/30/2022	Pay Per End Date: 04/30/2022		Pay Per End Date: 05/01/2022	
MAY 2022	ABS DEADLINE ** <b>18-May</b>	5/31/2022 Tuesday	ABS DEADLINE ** FINAL SCHEDULE CHANGES ^	6/9/2022 Thursday	TIMECARD DEADLINE ** <b>5/31/22* (EARLY)</b>	6/9/2022 Thursday	LATE/OT TC DEADLINE ** <b>6-Jun</b>	6/16/2022 Thursday
	Pay Per End Date: 05/31/2022		<b>18-May</b>	Pay Per End Date: 05/31/2022	Pay Per End Date: 05/31/2022		Pay Per End Date: 06/01/2022	
JUNE 2022	ABS DEADLINE ** <b>15-Jun</b>	6/30/2022 Thursday	ABS DEADLINE ** FINAL SCHEDULE CHANGES ^	7/7/2022 Thursday	TIMECARD DEADLINE ** <b>6/27/22* (EARLY)</b>	7/7/2022 Thursday	LATE/OT TC DEADLINE ** <b>5-Jul</b>	7/14/2022 Thursday
	Pay Per End Date: 06/30/2022		<b>15-Jun</b>	Pay Per End Date: 6/30/2022	Pay Per End Date: 06/30/2022		Pay Per End Date: 07/01/2022	

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 \*\* HR changes must be in Payroll by 2:00 p.m.