

LONG BEACH COMMUNITY COLLEGE DISTRICT

2021-2022 PAYROLL SCHEDULE (JANUARY - JUNE)

REGULAR MONTHLY	ACADEMIC EQUAL PAY	HOURLY/DAILY TIMECARDS	LATE/SUPPLEMENTAL/C12 OT & Salary Advance
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)	Only time Class. Reg Mo OT is paid

	REG. MONTHLY	PAYCHECK	EQUAL PAY	PAYCHECK	HOURLY TIMECARDS	PAYCHECK	LATE TIMECARDS/ADJ	PAYCHECK
MONTH	ABSENCES	ISSUE DATE	ABSENCES	ISSUE DATE	TIMECARDS (except C12)	ISSUE DATE	& CLASS. REG. MO OT	ISSUE DATE
	INPUT TO TARS		INPUT TO TARS		INPUT TO TARS		INPUT TO TARS	
	ABS DEADLINE **		ABS DEADLINE **		TIMECARD DEADLINE **		LATE/OT TC DEADLINE **	
JANUARY 2022	18-Jan	1/31/2022 Monday	Do NOT enter Absences for EQP	NO EQP	1-Feb	2/10/2022 Thursday	7-Feb	2/16/2022 Wednesday
	Pay Per End Date: 01/31/2022		No EQP		Pay Per End Date: 01/31/2022		Pay Per End Date: 02/01/2022	
FEBRUARY 2022	14-Feb	2/28/2022 Monday	FINAL SCHEDULE CHANGES ^	3/10/2022 Thursday	2/28/22* (EARLY)	3/10/2022 Thursday	4-Mar	3/16/2022 Wednesday
	Pay Per End Date: 02/28/2022		14-Feb	Pay Per End Date: 02/28/2022	Pay Per End Date: 02/28/2022		Pay Per End Date: 03/01/2022	
MARCH 2022	21-Mar	3/31/2022 Thursday	FINAL SCHEDULE CHANGES ^	4/8/2022 Friday	3/30/22* (EARLY)	4/8/2022 Friday	6-Apr	4/15/2022 Friday
	Pay Per End Date: 03/31/2022		21-Mar	Pay Per End Date: 03/31/2022	Pay Per End Date: 03/31/2022		Pay Per End Date: 04/01/2022	
APRIL 2022	19-Apr	4/29/2022 Friday	FINAL SCHEDULE CHANGES ^	5/10/2022 Tuesday	4/29/22* (EARLY)	5/10/2022 Tuesday	5-May	5/16/2022 Monday
	Pay Per End Date: 04/30/2022		19-Apr	Pay Per End Date: 04/30/2022	Pay Per End Date: 04/30/2022		Pay Per End Date: 05/01/2022	
MAY 2022	18-May	5/31/2022 Tuesday	FINAL SCHEDULE CHANGES ^	6/9/2022 Thursday	5/31/22* (EARLY)	6/9/2022 Thursday	6-Jun	6/16/2022 Thursday
	Pay Per End Date: 05/31/2022		18-May	Pay Per End Date: 05/31/2022	Pay Per End Date: 05/31/2022		Pay Per End Date: 06/01/2022	
JUNE 2022	15-Jun	6/30/2022 Thursday	FINAL SCHEDULE CHANGES ^	7/7/2022 Thursday	6/27/22* (EARLY)	7/7/2022 Thursday	5-Jul	7/14/2022 Thursday
	Pay Per End Date: 06/30/2022		15-Jun	Pay Per End Date: 6/30/2022	Pay Per End Date: 06/30/2022		Pay Per End Date: 07/01/2022	

^ 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.