





December

| <i>Sun</i> | <i>Mon</i> | <i>Tue</i> | <i>Wed</i> | <i>Thu</i> | <i>Fri</i> | <i>Sat</i> |
|----------------|---|--|--------------------------|--|---|-------------------------|
| Issued: 9/1/15 |  | 1 Accts Pay check run | 2 | 3 Accts Pay check run  | 4 | 5 |
| 6 | 7 Hourly Payroll processed to KFS | 8 Accts Pay check run | 9 | 10 Accts Pay check run Accts Rec statement due date | 11 PPE CORE – Nov close – period 05 Classes End  | 12 |
| 13 | 14 Finals Week Begins | 15 Accts Pay check run | 16 | 17 Accts Pay check run | 18 Finals Week Ends  | 19 Graduation |
| 20 | 21 Hourly Payroll processed to KFS Winter begins 9:48pm | 22 Accts Pay check run Monthly Payroll processed to KFS | 23 CSU HOLIDAY | 24 CSU HOLIDAY | 25 PPE CHRISTMAS CSU HOLIDAY  | 26 |
| 27 | 28 | 29 Accts Pay check run | 30 | 31 Accts Pay check run Dec monthend close – 7pm PAYDAY! End of 2 nd Qtr FY2016 | | |

2015