





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