



## Disability Services Service Provider – Time Sheet Due Dates

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<b>Pay Period:</b>	<b>Due Date:</b>		
September 1-15, 2011	Friday	September 16	8:00 A.M.
September 16-30, 2011	Monday	October 3	8:00 A.M.
October 1-15, 2011	Monday	October 17	8:00 A.M.
October 16-31, 2011	Tuesday	November 1	8:00 A.M.
November 1-15, 2011	Wednesday	November 16	8:00 A.M.
November 16-30, 2011	Thursday	December 1	8:00 A.M.
December 1-15, 2011	Friday	December 16	8:00 A.M.
December 16-31, 2011	Monday	January 2	8:00 A.M.
January 1-15, 2012	Monday	January 16	8:00 A.M.
January 16-31, 2012	Wednesday	February 1	8:00 A.M.
February 1-15, 2012	Thursday	February 16	8:00 A.M.
February 16-29, 2012	Thursday	March 1	8:00 A.M.
March 1-15, 2012	Monday	March 19	8:00 A.M.
March 16-31, 2012	Monday	April 2	8:00 A.M.
April 1-15, 2012	Monday	April 16	8:00 A.M.
April 16-30, 2012	Tuesday	May 1	8:00 A.M.
May 1-15, 2012	Wednesday	May 16	8:00 A.M.
May 16-31, 2012	Friday	June 1	8:00 A.M.
June 1-15, 2012	Monday	June 18	8:00 A.M.
June 16-30, 2012	Monday	July 2	8:00 A.M.
July 1-15, 2012	Monday	July 16	8:00 A.M.
July 16-31, 2012	Wednesday	August 1	8:00 A.M.
August 1-15, 2012	Thursday	August 16	8:00 A.M.
August 16-31, 2012	Tuesday	September 4	8:00 A.M.

**DATES ARE SUBJECT TO CHANGE - PLEASE WATCH FOR POSTINGS** - Time sheets may be turned in to Disability Services before the due date. After office hours, please drop off in the mail slot located outside the office door (HSTC 325). Time sheets received by or before 8:00 a.m. on the due date will be processed for that pay period. Payment for that pay period will be received 2-weeks later by direct deposit or by pick-up in the Business Office.