

Full and Part-Time Employee Pay Cycle

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Utah Valley University (UVU) pays full and part-time employees semi-monthly (twice a month), on the 1st and 16th, for a total of 24 pay periods in each calendar and fiscal year. UVU uses a full pay period lag pay cycle with hours worked between the 1st and the 15th of the month paid on the 1st of the following month and hours worked between the 16th and the last day of the month paid on the 16th of the following month.

Pay Period (Fiscal Year Order)	Payday (If the payday falls on a Saturday or holiday it will be the previous Friday or day. If the payday falls on a Sunday or Monday holiday it will be the following Monday or Tuesday.)	Payroll Number (SF = full-time and SP = part-time)
July 1-15	August 1	SF & SP 14
July 16-31	August 16	SF & SP 15
August 1-15	September 1	SF & SP 16
August 16-31	September 16	SF & SP 17
September 1-15	October 1	SF & SP 18
September 16-30	October 16	SF & SP 19
October 1-15	November 1	SF & SP 20
October 16-31	November 16	SF & SP 21
November 1-15	December 1	SF & SP 22
November 16-30	December 16	SF & SP 23
December 1-15	December 31	SF & SP 24
December 16-31	January 16	SF & SP 01
January 1-15	February 1	SF & SP 02
January 16-31	February 16	SF & SP 03
February 1-15	March 1	SF & SP 04
February 16-28	March 16	SF & SP 05
March 1-15	April 1	SF & SP 06
March 16-31	April 16	SF & SP 07
April 1-15	May 1	SF & SP 08
April 16-30	May 16	SF & SP 09
May 1-15	June 1	SF & SP 10
May 16-31	June 16	SF & SP 11
June 1-15	July 1	SF & SP 12
June 16-30	July 16	SF & SP 13