

Research Foundation 2018 Payroll Dates

January							February							March						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6					1	2	3					1	2	3	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31

April							May							June							
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
1	2	3	4	5	6	7				1	2	3	4	5					1	2	
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	
29	30						27	28	29	30	31			24	25	26	27	28	29	30	

July							August							September						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7				1	2	3	4							1
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

October							November							December						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6					1	2	3								1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

• Direct Deposit or Pay Card available and preferred by RF, sign up at ORSP.
 • See RF Self Service Portal for pay stub information:
https://srfoapp02.rfsuny.org:4443/OA_HTML/AppsLogin

Timesheet Schedule

Timesheets due every month.
 See below for due dates & pay dates.

Timesheet Period	Biweekly Periods		Pay Date
	Start	End	
January (Due 02-Feb-18)	23Dec17 - 05Jan18		01/05/18
	06Jan18 - 19Jan18		01/19/18
February (Due 02-Mar-18)	20Jan18 - 02Feb18		02/02/18
	03Feb18 - 16Feb18		02/16/18
March (Due 13-Apr-18)	17Feb18 - 02Mar18		03/02/18
	03Mar18 - 16Mar18		03/16/18
	17Mar18 - 30Mar18		03/30/18
April (Due 11-May-18)	31Mar18 - 13Apr18		04/13/18
	14Apr18 - 27Apr18		04/27/18
May (Due 08-Jun-18)	28Apr18 - 11May18		05/11/18
	12May18 - 25May18		05/25/18
June (Due 06-Jul-18)	26May18 - 08Jun18		06/08/18
	09Jun18 - 22Jun18		06/22/18
July (Due 03-Aug-18)	23Jun18 - 06Jul18		07/06/18
	07Jul18 - 20Jul18		07/20/18
August (Due 14-Sep-18)	21Jul18 - 03Aug18		08/03/18
	04Aug18 - 17Aug18		08/17/18
September (Due 12-Oct-18)	18Aug18 - 31Aug18		08/31/18
	01Sep18 - 14Sep18		09/14/18
October (Due 09-Nov-18)	15Sep18 - 28Sep18		09/28/18
	29Sep18 - 12Oct18		10/12/18
November (Due 07-Dec-18)	13Oct18 - 26Oct18		10/26/18
	27Oct18 - 09Nov18		11/09/18
December (Due 04-Jan-19)	10Nov18 - 23Nov18		11/23/18
	24Nov18 - 07Dec18		12/07/18
	08Dec18 - 21Dec18		12/21/18

Please Note:
 Exempt employees should turn in their timesheets at the end of each month.

RESEARCH FOUNDATION 2018 HOLIDAY SCHEDULE

New Year's Day	Monday, January 1
Dr. Martin Luther King Jr. Day	Monday, January 15
Lincoln's Birthday*	Monday, February 12
Washington's Birthday	Monday, February 19
Memorial Day	Monday, May 28
Independence Day	Wednesday, July 4
Labor Day	Monday, September 3
Columbus Day	Monday, October 8
Election Day**	Tuesday, November 6
Veteran's Day (observed)	Monday, November 12
Thanksgiving Day	Thursday, November 22
Christmas Day	Tuesday, December 25

PLEASE NOTE:

- * Lincoln's Birthday is a floating holiday for exempt and non-exempt staff. Exempt staff observe this holiday on the day after Thanksgiving.
- ** Election Day is a floating holiday for both exempt and non-exempt staff.