UNC GREENSBORO

Department Personnel Action & Time Entry Deadlines

			Personnel Action Deadlines - 5pm							
Calendar Year	Payroll Number	Payroll Month	EHRA Faculty	SHRA/EHRA-NF	Undergraduate Student/FWS	Graduate Hourly	Graduate Assistant	PHATIME Time Entry 8pm	UNCGENIE Pay Stub Available Date	Pay Date
2027	1	January	**Dec 14**	**Dec 14**	**Dec 14**	**Dec 14**	**Dec 14**	Jan 12	Jan 25	Jan 29
2027	2	February	Jan 25	Jan 25	Jan 25	Jan 25	Jan 25	Feb 12	Feb 22	Feb 26
2027	3	March	Thanks	Feb 25	Feb 25	Feb 25	Feb 25	Mar 12	Mar 24	Mar 31
2027	4	April	Mar 25	Mar 25	Mar 25	Mar 25	Mar 25	Apr 14	Apr 26	Apr 30
2027	5	May	Apr 25	Apr 25	Apr 25	Apr 25	Apr 25	May 12	May 24	May 28
2027	6	June	May 25	May 25	May 25	May 25	May 25	Jun 11	Jun 23	Jun 30
2027	7	July	Jun 25	Jun 25	Jun 25	Jun 25	Jun 25	Jul 14	Jul 26	Jul 30
2027	8	August	Jul 25	Jul 25	Jul 25	Jul 25	**Jun 1***	Aug 13	Aug 25	Aug 31
2027	9	September	Aug 25	Aug 25	Aug 25	Aug 25	**Jun 1***	Sep 14	Sep 24	Sep 30
2027	10	October	Sep 25	Sep 25	Sep 25	Sep 25	Sep 25	Oct 13	Oct 25	Oct 29
2027	11	November	Oct 25	Oct 25	Oct 25	Oct 25	Oct 25	**Nov 10**	Nov 22	Nov 30
2027	12	December	**Nov 17**	**Nov 17**	**Nov 17**	**Nov 17**	**Nov 17**	**Dec 6**	**Dec 16**	**Dec 22**
			PD-7s, EPAFs, EAFs Due in Provost Office/HR	EAF,EPAFs Due in HRS	EPAFs, BHR-UF, BHR-UH, FWS Due in HRS	EPAFs, BHR-GH Due in Grad School	PD7s, EPAFs Due in Grad School			

* PD-7s and EPAFs for graduate assistants to start in Aug and Sep are due June 1