



DIVISION OF ADMINISTRATION & FINANCE

Henry Administration Building, Suite 2700  
 14000 Jericho Park Rd, Bowie, MD 20715  
 P 301-860-3470  
 F 301-860-3469  
 bowiestate.edu

**REGULAR PAY SCHEDULE**  
**FISCAL YEAR 2024**

Pay #	Pay Period Start Date	Pay Period End Date	Early Close and/or No Deductions Taken	Pay Date
1	6/14/2023	6/27/2023	# *	7/5/2023
2	6/28/2023	7/11/2023		7/19/2023
3	7/12/2023	7/25/2023		8/2/2023
4	7/26/2023	8/8/2023		8/16/2023
5	8/9/2023	8/22/2023		8/30/2023
6	8/23/2023	9/5/2023		9/13/2023
7	9/6/2023	9/19/2023		9/27/2023
8	9/20/2023	10/3/2023	*	10/11/2023
9	10/4/2023	10/17/2023		10/25/2023
10	10/18/2023	10/31/2023		11/8/2023
11	11/1/2023	11/14/2023		11/22/2023
12	11/15/2023	11/28/2023		12/6/2023
13	11/29/2023	12/12/2023		12/20/2023
14	12/13/2023	12/26/2023	#*	1/3/2024
15	12/27/2023	1/9/2024	*	1/17/2024
16	1/10/2024	1/23/2024		1/31/2024
17	1/24/2024	2/6/2024		2/14/2024
18	2/7/2024	2/20/2024		2/28/2024
19	2/21/2024	3/5/2024		3/13/2024
20	3/6/2024	3/19/2024		3/27/2024
21	3/20/2024	4/2/2024		4/10/2024
22	4/3/2024	4/16/2024		4/24/2024
23	4/17/2024	4/30/2024		5/8/2024
24	5/1/2024	5/14/2024		5/22/2024
25	5/15/2024	5/28/2024		6/5/2024
26	5/29/2024	6/11/2024	*	6/19/2024

Employees must submit their web time entries in PeopleSoft by 11:00 am on the Pay Period End Date.  
 Approvers must approve all timecards by 1:00 pm ON Pay Period Ending Date.  
 If timecards are not approved by 1:00 pm, payment may be delayed.

*\*Timecards are due one day early due to Holiday*  
*\*\*Timecards are due two days early due to Holiday*  
*# Health Deductions are not taken for Biweekly Employees*