



San José State
UNIVERSITY
FOUNDATION



Moss Landing Marine Laboratories
Foundation Employee Payroll Calendar 2008

PAY PERIOD	HOLIDAYS	MAXIMUM NON- EXEMPT HOURS	PAY DATE	TIMESHEETS DUE BY 5:00PM
JAN 1-15	JAN 1, JAN 21	88	25-Jan	10-Jan
JAN 16-31		96	8-Feb	25-Jan
FEB 1-15		88	26-Feb	11-Feb
FEB 16-28	no Feb. holiday	72	10-Mar	25-Feb
MAR 1-15		80	26-Mar	10-Mar
MAR 16-31	MAR 31	88	10-Apr	25-Mar
APR 1-15		88	25-Apr	10-Apr
APR 16-30		88	9-May	25-Apr
MAY 1-15		88	23-May	12-May
MAY 16-31	MAY 26	88	10-Jun	27-May
JUN 1-15		80	26-Jun	10-Jun
JUN 16-30		88	10-Jul	25-Jun
JUL 1-15	JUL 4	88	25-Jul	10-Jul
JUL 16-31		96	8-Aug	25-Jul
AUG 1-15		88	26-Aug	11-Aug
AUG 16-31		80	10-Sep	25-Aug
SEP 1-15	SEP 1	88	26-Sep	10-Sep
SEP 16-30		88	10-Oct	25-Sep
OCT 1-15		88	24-Oct	10-Oct
OCT 16-31		96	10-Nov	27-Oct
NOV 1-15	NOV 11	80	25-Nov	10-Nov
NOV 16-30	NOV 27-28	88	10-Dec	19-Nov
DEC 1-15		88	22-Dec	10-Dec
DEC 16-31	DEC 24-31	96	10-Jan	17-Dec

Timesheets without supervisor's signature will NOT be accepted.
Questions? Please contact the Assistant to Fiscal Services at ext. 4404.