

## 2024 Monthly Payroll Schedule

*Subject to Revision*

| Monthly Payroll Number (MO#) | Month     | Pay Period Ends | Pay Date          | Complete & Settle Payroll | Revenue Center Deadline |
|------------------------------|-----------|-----------------|-------------------|---------------------------|-------------------------|
| MO01                         | January   | 1/31/2024       | 1/26/2024         | 1/23/2024                 | 1/18/2024               |
| MO02                         | February  | 2/29/2024       | 2/26/2024         | 2/20/2024                 | 2/15/2024               |
| MO03                         | March     | 3/31/2024       | 3/26/2024         | 3/21/2024                 | 3/18/2024               |
| MO04                         | April     | 4/30/2024       | 4/26/2024         | 4/22/2024                 | 4/18/2024               |
| MO05                         | May       | 5/31/2024       | <b>5/24/2024</b>  | 5/20/2024                 | 5/16/2024               |
| MO06                         | June      | 6/30/2024       | 6/26/2024         | 6/21/2024                 | 6/18/2024               |
| MO07                         | July      | 7/31/2024       | 7/26/2024         | 7/23/2024                 | 7/18/2024               |
| MO08                         | August    | 8/31/2024       | 8/26/2024         | 8/21/2024                 | 8/19/2024               |
| MO09                         | September | 9/30/2024       | 9/26/2024         | 9/23/2024                 | 9/18/2024               |
| MO10                         | October   | 10/31/2024      | <b>10/25/2024</b> | 10/21/2024                | 10/17/2024              |
| MO11                         | November  | 11/30/2024      | 11/26/2024        | 11/21/2024                | 11/18/2024              |
| MO12                         | December  | 12/31/2024      | <b>12/24/2024</b> | 12/19/2024                | 12/16/2024              |

Dates in **RED BOLD** differ from normal schedule

### 2024 USC Holidays

|                               |           |
|-------------------------------|-----------|
| <b>New Year's Day</b>         | 1/1/2024  |
| <b>Martin Luther King Day</b> | 1/15/2024 |
| <b>President's Day</b>        | 2/19/2024 |

|                         |                     |
|-------------------------|---------------------|
| <b>Memorial Day</b>     | 5/27/2024           |
| <b>Independence Day</b> | 7/4/2024 - 7/5/2024 |
| <b>Labor Day</b>        | 9/2/2024            |

|                      |                         |
|----------------------|-------------------------|
| <b>Thanksgiving</b>  | 11/28/2024 - 11/29/2024 |
| <b>Christmas</b>     | 12/25/2024              |
| <b>Winter Recess</b> | 12/26/2024 - 12/31/2024 |