

2021 Workday Payroll Calendar

Period Number	Monthly Employees		Hourly Employees		All employees
	Period Start Date	Period End Date	Period Start Date	Period End Date	Pay Date
1	1-Jan-2021	15-Jan-2021	24-Dec-2020	8-Jan-2021	15-Jan-2021
2	16-Jan-2021	31-Jan-2021	9-Jan-2021	23-Jan-2021	29-Jan-2021
3	1-Feb-2021	15-Feb-2021	24-Jan-2021	8-Feb-2021	12-Feb-2020
4	16-Feb-2021	28-Feb-2021	9-Feb-2021	23-Feb-2021	26-Feb-2021
5	1-Mar-2021	15-Mar-2021	24-Feb-2021	8-Mar-2021	15-Mar-2021
6	16-Mar-2021	31-Mar-2021	9-Mar-2021	23-Mar-2021	31-Mar-2021
7	1-Apr-2021	15-Apr-2021	24-Mar-2021	8-Apr-2021	15-Apr-2021
8	16-Apr-2021	30-Apr-2021	9-Apr-2021	23-Apr-2021	30-Apr-2021
9	1-May-2021	15-May-2021	24-Apr-2021	8-May-2021	14-May-2021
10	16-May-2021	31-May-2021	9-May-2021	23-May-2021	31-May-2021
11	1-Jun-2021	15-Jun-2021	24-May-2021	8-Jun-2021	15-Jun-2021
12	16-Jun-2021	30-Jun-2021	9-Jun-2021	23-Jun-2021	30-Jun-2021
13	1-Jul-2021	15-Jul-2021	24-Jun-2021	8-Jul-2021	15-Jul-2021
14	16-Jul-2021	31-Jul-2021	9-Jul-2021	23-Jul-2021	30-Jul-2021
15	1-Aug-2021	15-Aug-2021	24-Jul-2021	8-Aug-2021	13-Aug-2021
16	16-Aug-2021	31-Aug-2021	9-Aug-2021	23-Aug-2021	31-Aug-2021
17	1-Sep-2021	15-Sep-2021	24-Aug-2021	8-Sep-2021	15-Sep-2021
18	16-Sep-2021	30-Sep-2021	9-Sep-2021	23-Sep-2021	30-Sep-2021
19	1-Oct-2021	15-Oct-2021	24-Sep-2021	8-Oct-2021	15-Oct-2021
20	16-Oct-2021	31-Oct-2021	9-Oct-2021	23-Oct-2021	29-Oct-2021
21	1-Nov-2021	15-Nov-2021	24-Oct-2021	8-Nov-2021	15-Nov-2021
22	16-Nov-2021	30-Nov-2021	9-Nov-2021	23-Nov-2021	30-Nov-2021
23	1-Dec-2021	15-Dec-2021	24-Nov-2021	8-Dec-2021	15-Dec-2021
24	16-Dec-2021	31-Dec-2021	9-Dec-2021	23-Dec-2021	31-Dec-2021

Employees & Timekeepers	Managers & Leaders	Payroll Administrators
Time Entry/Submit Deadline @ 11:59pm	Time Approval Deadline @ 11:59pm	Deadline to enter employee data in Workday
8-Jan-2021	11-Jan-2021	12-Jan-2021
23-Jan-2021	25-Jan-2021	26-Jan-2021
8-Feb-2021	9-Feb-2021	9-Feb-2021
22-Feb-2021	23-Feb-2021	23-Feb-2021
8-Mar-2021	9-Mar-2021	10-Mar-2021
23-Mar-2021	24-Mar-2021	26-Mar-2021
8-Apr-2021	9-Apr-2021	12-Apr-2021
23-Apr-2021	26-Apr-2021	27-Apr-2021
8-May-2021	10-May-2021	11-May-2021
23-May-2021	25-May-2021	26-May-2021
8-Jun-2021	9-Jun-2021	10-Jun-2021
23-Jun-2021	24-Jun-2021	25-Jun-2021
8-Jul-2021	9-Jul-2021	12-Jul-2021
23-Jul-2021	26-Jul-2021	27-Jul-2021
8-Aug-2021	9-Aug-2021	10-Aug-2021
23-Aug-2021	24-Aug-2021	26-Aug-2021
8-Sep-2021	9-Sep-2021	10-Sep-2021
23-Sep-2021	24-Sep-2021	27-Sep-2021
8-Oct-2021	12-Oct-2021	12-Oct-2021
23-Oct-2021	25-Oct-2021	26-Oct-2021
8-Nov-2021	9-Nov-2021	9-Nov-2021
23-Nov-2021	24-Nov-2021	25-Nov-2021
8-Dec-2021	9-Dec-2021	10-Dec-2021
21-Dec-2021	22-Dec-2021	22-Dec-2021