

2024 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-2024	15-Jan-2024	24-Dec-2023	8-Jan-2024	15-Jan-2024
2	16-Jan-2024	31-Jan-2024	9-Jan-2024	23-Jan-2024	31-Jan-2024
3	1-Feb-2024	15-Feb-2024	24-Jan-2024	8-Feb-2024	15-Feb-2024
4	16-Feb-2024	29-Feb-2024	9-Feb-2024	23-Feb-2024	29-Feb-2024
5	1-Mar-2024	15-Mar-2024	24-Feb-2024	8-Mar-2024	15-Mar-2024
6	16-Mar-2024	31-Mar-2024	9-Mar-2024	23-Mar-2024	28-Mar-2024
7	1-Apr-2024	15-Apr-2024	24-Mar-2024	8-Apr-2024	15-Apr-2024
8	16-Apr-2024	30-Apr-2024	9-Apr-2024	23-Apr-2024	30-Apr-2024
9	1-May-2024	15-May-2024	24-Apr-2024	8-May-2024	15-May-2024
10	16-May-2024	31-May-2024	9-May-2024	23-May-2024	31-May-2024
11	1-Jun-2024	15-Jun-2024	24-May-2024	8-Jun-2024	14-Jun-2024
12	16-Jun-2024	30-Jun-2024	9-Jun-2024	23-Jun-2024	28-Jun-2024
13	1-Jul-2024	15-Jul-2024	24-Jun-2024	8-Jul-2024	15-Jul-2024
14	16-Jul-2024	31-Jul-2024	9-Jul-2024	23-Jul-2024	31-Jul-2024
15	1-Aug-2024	15-Aug-2024	24-Jul-2024	8-Aug-2024	15-Aug-2024
16	16-Aug-2024	31-Aug-2024	9-Aug-2024	23-Aug-2024	30-Aug-2024
17	1-Sep-2024	15-Sep-2024	24-Aug-2024	8-Sep-2024	13-Sep-2024
18	16-Sep-2024	30-Sep-2024	9-Sep-2024	23-Sep-2024	27-Sep-2024
19	1-Oct-2024	15-Oct-2024	24-Sep-2024	8-Oct-2024	15-Oct-2024
20	16-Oct-2024	31-Oct-2024	9-Oct-2024	23-Oct-2024	31-Oct-2024
21	1-Nov-2024	15-Nov-2024	24-Oct-2024	8-Nov-2024	15-Nov-2024
22	16-Nov-2024	30-Nov-2024	9-Nov-2024	23-Nov-2024	29-Nov-2024
23	1-Dec-2024	15-Dec-2024	24-Nov-2024	8-Dec-2024	13-Dec-2024
24	16-Dec-2024	31-Dec-2024	9-Dec-2024	23-Dec-2024	31-Dec-2024

Employees & Timekeepers	Managers & Leaders
Time Entry/Submit Deadline @ 11:59pm	Time Approval Deadline @ 11:59pm
8-Jan-2024	9-Jan-2024
23-Jan-2024	24-Jan-2024
8-Feb-2024	9-Feb-2024
23-Feb-2024	26-Feb-2024
8-Mar-2024	11-Mar-2024
23-Mar-2024	25-Mar-2024
8-Apr-2024	9-Apr-2024
23-Apr-2024	24-Apr-2024
8-May-2024	9-May-2024
23-May-2024	24-May-2024
8-Jun-2024	10-Jun-2024
23-Jun-2024	24-Jun-2024
8-Jul-2024	9-Jul-2024
23-Jul-2024	24-Jul-2024
8-Aug-2024	9-Aug-2024
23-Aug-2024	26-Aug-2024
8-Sep-2024	9-Sep-2024
23-Sep-2024	24-Sep-2024
8-Oct-2024	9-Oct-2024
23-Oct-2024	24-Oct-2024
8-Nov-2024	12-Nov-2024
23-Nov-2024	25-Nov-2024
8-Dec-2024	9-Dec-2024
20-Dec-2024	20-Dec-2024

Payroll Administrators
Deadline to enter employee data in Workday
10-Jan-2024
26-Jan-2024
12-Feb-2024
26-Feb-2024
12-Mar-2024
25-Mar-2024
10-Apr-2024
25-Apr-2024
10-May-2024
28-May-2024
11-Jun-2024
25-Jun-2024
10-Jul-2024
26-Jul-2024
12-Aug-2024
27-Aug-2024
10-Sep-2024
24-Sep-2024
9-Oct-2024
28-Oct-2024
12-Nov-2024
26-Nov-2024
10-Dec-2024
20-Dec-2024