

**KEENE STATE COLLEGE
B2 HOURLY PAYCYCLE
2019 (JANUARY - DECEMBER)**

We encourage you to submit your hours for review and approval by 9:00 am on Time Approval Monday. The official deadline for submission is 2:30 pm on Time Approval Monday

Early Time Submission Deadline Days are denoted with an * and are in bold

Pay I.D. & Number	WEEK 1		WEEK 2		Holidays during Paycycle	Web Time Entry					Check Date
	Beginning	Ending	Beginning	Ending		Day of Week	Employee Submission Deadline		Supervisor Approval Deadline		
B2-00	12/15/2018	12/21/2018	12/22/2018	12/28/2018	Campus Holidays: 12/25/18, 12/26/18	*Friday	12/28/2018	9:00 PM	12/28/2018	9:30 AM	1/4/2019
B2-01	12/29/2018	1/4/2019	1/5/2019	1/11/2019	12/31/18 & 1/1/2019	Monday	1/14/2019	9 a.m.	1/14/2019	3:00 PM	1/18/2019
B2-02	1/12/2019	1/18/2019	1/19/2019	1/25/2019	Martin Luther King Day 1/21/19	Monday	1/28/2019	9 a.m.	1/28/2019	3:00 PM	2/1/2019
B2-03	1/26/2019	2/1/2019	2/2/2019	2/8/2019		Monday	2/11/2019	9 a.m.	2/11/2019	3:00 p.m.	2/15/2019
B2-04	2/9/2019	2/15/2019	2/16/2019	2/22/2019		Monday	2/25/2019	9 a.m.	2/25/2019	3:00 p.m.	3/1/2019
B1-05	2/23/2019	3/1/2019	3/2/2019	3/8/2019		Monday	3/11/2019	9 a.m.	3/11/2019	3:00 p.m.	3/15/2019
B1-06	3/9/2019	3/15/2019	3/16/2019	3/22/2019		Monday	3/25/2019	9 a.m.	3/25/2019	3:00 p.m.	3/29/2019
B1-07	3/23/2019	3/29/2019	3/30/2019	4/5/2019		Monday	4/8/2019	9 a.m.	4/8/2019	3:00 p.m.	4/12/2019
B1-08	4/6/2019	4/12/2019	4/13/2019	4/19/2019		Monday	4/22/2019	9 a.m.	4/22/2019	3:00 p.m.	4/26/2019
B1-09	4/20/2019	4/26/2019	4/27/2019	5/3/2019		Monday	5/6/2019	9 a.m.	5/6/2019	3:00 p.m.	5/10/2019
B1-10	5/4/2019	5/10/2019	5/11/2019	5/17/2019		Monday	5/20/2019	9 a.m.	5/20/2019	3:00 p.m.	5/24/2019
B1-11	5/18/2019	5/24/2019	5/25/2019	5/31/2019	Memorial Day 05/27/19	Monday	6/3/2019	9 a.m.	6/3/2019	3:00 p.m.	6/7/2019
B1-12	6/1/2019	6/7/2019	6/8/2019	6/14/2019		Monday	6/17/2019	9 a.m.	6/17/2019	3:00 p.m.	6/21/2019
B1-13	6/15/2019	6/21/2019	6/22/2019	6/28/2019		* Friday	6/28/2019	9 a.m.	6/28/2019	3:00 p.m.	7/5/2019

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B1-14	6/29/2019	7/5/2019	7/6/2019	7/12/2019	Independence Day Observed 7/4/19	Monday	7/15/2019	9 a.m.	7/15/2019	3:00 p.m.	7/19/2019
B1-15	7/13/2019	7/19/2019	7/20/2019	7/26/2019		Monday	7/29/2019	9 a.m.	7/29/2019	3:00 p.m.	8/2/2019
B1-16	7/27/2019	8/2/2019	8/3/2019	8/9/2019		Monday	8/12/2019	9 a.m.	8/12/2019	3:00 p.m.	8/16/2019
B1-17	8/10/2019	8/16/2019	8/17/2019	8/23/2019		Monday	8/26/2019	9 a.m.	8/26/2019	3:00 p.m.	8/30/2019
B1-18	8/24/2019	8/30/2019	8/31/2019	9/6/2019	Labor Day 9/2/19	Monday	9/9/2019	9 a.m.	9/9/2019	3:00 p.m.	9/13/2019
B1-19	9/7/2019	9/13/2019	9/14/2019	9/20/2019		Monday	9/23/2019	9 a.m.	9/23/2019	3:00 p.m.	9/27/2019
B1-20	9/21/2019	9/27/2019	9/28/2019	10/4/2019		Monday	10/7/2019	9 a.m.	10/7/2019	3:00 p.m.	10/11/2019
B1-21	10/5/2019	10/11/2019	10/12/2019	10/18/2019		Monday	10/21/2019	9 a.m.	10/21/2019	3:00 p.m.	10/25/2019
B1-22	10/19/2019	10/25/2019	10/26/2019	11/1/2019		Monday	11/4/2019	9 a.m.	11/4/2019	3:00 p.m.	11/8/2019
B1-23	11/2/2019	11/8/2019	11/9/2019	11/15/2019	Veterans Day (observed) 11/11/19	Monday	11/18/2019	9 a.m.	11/18/2019	3:00 p.m.	11/22/2019
B1-24	11/16/2019	11/22/2019	11/23/2019	11/29/2019	Thanksgiving 11/28 and 11/29	Monday	12/2/2019	9 a.m.	12/2/2019	3:00 p.m.	12/6/2019
B1-25	11/30/2019	12/6/2019	12/7/2019	12/13/2019		Monday	12/16/2019	9 a.m.	12/16/2019	3:00 p.m.	12/20/2019
B1-01	12/14/2019	12/20/2019	12/21/2019	12/27/2019	12/25, 12/26, and Floating Holiday	* Friday	12/27/2019	9 a.m.	12/27/2019	3:00 p.m.	1/3/2020