

2017 HCM Job Action Cutoff Schedule Winter - Spring-Summer

The schedule affords the optimum opportunity for job action requests to be reflected by the start (effective) date of the action. To use the schedule, match the effective date that is on the appointment letter with the same date in the first column below. The same row of the second column displays the earliest date to submit the request through the HCM/Payroll system's Template-based Hire or Manager Self-Service queues. The third column lists the cutoff (latest) date to submit the request in order to meet the job effective date.

* Requests should be submitted and approved at the department level before the "HCM Cutoff Date" for the effective date of the appointment /action being requested.

* Requests should not be submitted before the "Submission to HCM Start Date".

* Requests need to have no conflicts or issues and have complete and accurate supporting documentation attached, to be processed.

Effective Date of Action (Start or Begin Date)	Submission To HCM Start Date (Date Preparer/Approver can Begin to Submit Requests for the Effective Date)	HCM Cutoff Date (Cutoff or Latest Date Preparer/Approver can Submit Requests to Meet the Effective Date)	Benefit Cycle Pay Check Date	Non Benefit Cycle (Hourly Hourly Class 4 & 5) Pay Check Date
Saturday, January 14, 2017	Friday, September 23, 2016	Tuesday, December 20, 2016	Friday, January 27, 2017	Friday, February 03, 2017
Sunday, January 15, 2017	Friday, September 23, 2016	Tuesday, December 20, 2016	Friday, January 27, 2017	Friday, February 03, 2017
Monday, January 16, 2017	Monday, September 26, 2016	Wednesday, December 21, 2016	Friday, January 27, 2017	Friday, February 03, 2017
Tuesday, January 17, 2017	Monday, September 26, 2016	Wednesday, December 21, 2016	Friday, January 27, 2017	Friday, February 03, 2017
Wednesday, January 18, 2017	Monday, September 26, 2016	Wednesday, December 21, 2016	Friday, January 27, 2017	Friday, February 03, 2017
Thursday, January 19, 2017	Tuesday, September 27, 2016	Thursday, December 22, 2016	Friday, January 27, 2017	Friday, February 03, 2017
Friday, January 20, 2017	Tuesday, September 27, 2016	Thursday, December 22, 2016	Friday, January 27, 2017	Friday, February 03, 2017
Saturday, January 21, 2017	Friday, September 30, 2016	Wednesday, January 04, 2017	Friday, January 27, 2017	Friday, February 03, 2017
Sunday, January 22, 2017	Friday, September 30, 2016	Wednesday, January 04, 2017	Friday, January 27, 2017	Friday, February 03, 2017
Monday, January 23, 2017	Friday, September 30, 2016	Wednesday, January 04, 2017	Friday, January 27, 2017	Friday, February 03, 2017
Tuesday, January 24, 2017	Monday, October 10, 2016	Thursday, January 05, 2017	Friday, January 27, 2017	Friday, February 03, 2017
Wednesday, January 25, 2017	Monday, October 10, 2016	Friday, January 06, 2017	Friday, January 27, 2017	Friday, February 03, 2017
Thursday, January 26, 2017	Monday, October 10, 2016	Monday, January 09, 2017	Friday, January 27, 2017	Friday, February 03, 2017
Friday, January 27, 2017	Monday, October 10, 2016	Tuesday, January 10, 2017	Friday, January 27, 2017	Friday, February 03, 2017
Saturday, January 28, 2017	Monday, October 10, 2016	Tuesday, January 10, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Sunday, January 29, 2017	Monday, October 10, 2016	Tuesday, January 10, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Monday, January 30, 2017	Monday, October 10, 2016	Tuesday, January 10, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Tuesday, January 31, 2017	Monday, October 10, 2016	Wednesday, January 11, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Wednesday, February 01, 2017	Monday, October 10, 2016	Wednesday, January 11, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Thursday, February 02, 2017	Monday, October 10, 2016	Wednesday, January 11, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Friday, February 03, 2017	Monday, October 10, 2016	Thursday, January 12, 2017	Friday, February 10, 2017	Friday, February 17, 2017

2017 HCM Job Action Cutoff Schedule Winter - Spring-Summer

Effective Date of Action (Start or Begin Date)	Submission To HCM Start Date (Date Preparer/Approver can Begin to Submit Requests for the Effective Date)	HCM Cutoff Date (Cutoff or Latest Date Preparer/Approver can Submit Requests to Meet the Effective Date)	Benefit Cycle Pay Check Date	Non Benefit Cycle (Hourly Hourly Class 4 & 5) Pay Check Date
Saturday, February 04, 2017	Monday, October 10, 2016	Thursday, January 12, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Sunday, February 05, 2017	Monday, October 10, 2016	Thursday, January 12, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Monday, February 06, 2017	Monday, October 10, 2016	Thursday, January 12, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Tuesday, February 07, 2017	Tuesday, October 11, 2016	Friday, January 13, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Wednesday, February 08, 2017	Tuesday, October 11, 2016	Friday, January 13, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Thursday, February 09, 2017	Wednesday, October 12, 2016	Tuesday, January 17, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Friday, February 10, 2017	Thursday, October 13, 2016	Wednesday, January 18, 2017	Friday, February 10, 2017	Friday, February 17, 2017
Saturday, February 11, 2017	Friday, October 14, 2016	Thursday, January 19, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Sunday, February 12, 2017	Friday, October 14, 2016	Thursday, January 19, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Monday, February 13, 2017	Friday, October 14, 2016	Thursday, January 19, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Tuesday, February 14, 2017	Monday, October 17, 2016	Friday, January 20, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Wednesday, February 15, 2017	Tuesday, October 18, 2016	Monday, January 23, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Thursday, February 16, 2017	Wednesday, October 19, 2016	Tuesday, January 24, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Friday, February 17, 2017	Thursday, October 20, 2016	Wednesday, January 25, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Saturday, February 18, 2017	Monday, October 31, 2016	Friday, February 03, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Sunday, February 19, 2017	Monday, October 31, 2016	Friday, February 03, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Monday, February 20, 2017	Monday, October 31, 2016	Friday, February 03, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Tuesday, February 21, 2017	Tuesday, November 01, 2016	Monday, February 06, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Wednesday, February 22, 2017	Wednesday, November 02, 2016	Tuesday, February 07, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Thursday, February 23, 2017	Thursday, November 03, 2016	Wednesday, February 08, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Friday, February 24, 2017	Friday, November 04, 2016	Thursday, February 09, 2017	Friday, February 24, 2017	Friday, March 03, 2017
Saturday, February 25, 2017	Monday, November 07, 2016	Friday, February 10, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Sunday, February 26, 2017	Monday, November 07, 2016	Friday, February 10, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Monday, February 27, 2017	Monday, November 07, 2016	Friday, February 10, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Tuesday, February 28, 2017	Tuesday, November 08, 2016	Monday, February 13, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Wednesday, March 01, 2017	Wednesday, November 09, 2016	Tuesday, February 14, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Thursday, March 02, 2017	Thursday, November 10, 2016	Wednesday, February 15, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Friday, March 03, 2017	Friday, November 11, 2016	Thursday, February 16, 2017	Friday, March 10, 2017	Friday, March 17, 2017

2017 HCM Job Action Cutoff Schedule Winter - Spring-Summer

Effective Date of Action (Start or Begin Date)	Submission To HCM Start Date (Date Preparer/Approver can Begin to Submit Requests for the Effective Date)	HCM Cutoff Date (Cutoff or Latest Date Preparer/Approver can Submit Requests to Meet the Effective Date)	Benefit Cycle Pay Check Date	Non Benefit Cycle (Hourly Hourly Class 4 & 5) Pay Check Date
Saturday, March 04, 2017	Monday, November 14, 2016	Friday, February 17, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Sunday, March 05, 2017	Monday, November 14, 2016	Friday, February 17, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Monday, March 06, 2017	Monday, November 14, 2016	Friday, February 17, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Tuesday, March 07, 2017	Tuesday, November 15, 2016	Monday, February 20, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Wednesday, March 08, 2017	Wednesday, November 16, 2016	Tuesday, February 21, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Thursday, March 09, 2017	Thursday, November 17, 2016	Wednesday, February 22, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Friday, March 10, 2017	Friday, November 18, 2016	Thursday, February 23, 2017	Friday, March 10, 2017	Friday, March 17, 2017
Saturday, March 11, 2017	Monday, November 21, 2016	Friday, February 24, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Sunday, March 12, 2017	Monday, November 21, 2016	Friday, February 24, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Monday, March 13, 2017	Monday, November 21, 2016	Friday, February 24, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Tuesday, March 14, 2017	Tuesday, November 22, 2016	Monday, February 27, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Wednesday, March 15, 2017	Wednesday, November 23, 2016	Tuesday, February 28, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Thursday, March 16, 2017	Monday, November 28, 2016	Wednesday, March 01, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Friday, March 17, 2017	Tuesday, November 29, 2016	Thursday, March 02, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Saturday, March 18, 2017	Wednesday, November 30, 2016	Friday, March 03, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Sunday, March 19, 2017	Wednesday, November 30, 2016	Friday, March 03, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Monday, March 20, 2017	Wednesday, November 30, 2016	Friday, March 03, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Tuesday, March 21, 2017	Thursday, December 01, 2016	Monday, March 06, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Wednesday, March 22, 2017	Friday, December 02, 2016	Tuesday, March 07, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Thursday, March 23, 2017	Monday, December 05, 2016	Wednesday, March 08, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Friday, March 24, 2017	Tuesday, December 06, 2016	Thursday, March 09, 2017	Friday, March 24, 2017	Friday, March 31, 2017
Saturday, March 25, 2017	Wednesday, December 07, 2016	Friday, March 10, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Sunday, March 26, 2017	Wednesday, December 07, 2016	Friday, March 10, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Monday, March 27, 2017	Wednesday, December 07, 2016	Friday, March 10, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Tuesday, March 28, 2017	Thursday, December 08, 2016	Monday, March 13, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Wednesday, March 29, 2017	Friday, December 09, 2016	Tuesday, March 14, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Thursday, March 30, 2017	Monday, December 12, 2016	Wednesday, March 15, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Friday, March 31, 2017	Tuesday, December 13, 2016	Thursday, March 16, 2017	Friday, April 07, 2017	Friday, April 14, 2017

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Saturday, April 01, 2017	Wednesday, December 14, 2016	Friday, March 17, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Sunday, April 02, 2017	Wednesday, December 14, 2016	Friday, March 17, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Monday, April 03, 2017	Wednesday, December 14, 2016	Friday, March 17, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Tuesday, April 04, 2017	Thursday, December 15, 2016	Monday, March 20, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Wednesday, April 05, 2017	Friday, December 16, 2016	Tuesday, March 21, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Thursday, April 06, 2017	Monday, December 19, 2016	Wednesday, March 22, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Friday, April 07, 2017	Tuesday, December 20, 2016	Thursday, March 23, 2017	Friday, April 07, 2017	Friday, April 14, 2017
Saturday, April 08, 2017	Wednesday, December 21, 2016	Friday, March 24, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Sunday, April 09, 2017	Wednesday, December 21, 2016	Friday, March 24, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Monday, April 10, 2017	Wednesday, December 21, 2016	Friday, March 24, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Tuesday, April 11, 2017	Thursday, December 22, 2016	Monday, March 27, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Wednesday, April 12, 2017	Friday, December 23, 2016	Tuesday, March 28, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Thursday, April 13, 2017	Tuesday, January 03, 2017	Wednesday, March 29, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Friday, April 14, 2017	Wednesday, January 04, 2017	Thursday, March 30, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Saturday, April 15, 2017	Thursday, January 05, 2017	Friday, March 31, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Sunday, April 16, 2017	Thursday, January 05, 2017	Friday, March 31, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Monday, April 17, 2017	Thursday, January 05, 2017	Friday, March 31, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Tuesday, April 18, 2017	Friday, January 06, 2017	Monday, April 03, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Wednesday, April 19, 2017	Monday, January 09, 2017	Tuesday, April 04, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Thursday, April 20, 2017	Tuesday, January 10, 2017	Wednesday, April 05, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Friday, April 21, 2017	Wednesday, January 11, 2017	Thursday, April 06, 2017	Friday, April 21, 2017	Friday, April 28, 2017
Saturday, April 22, 2017	Thursday, January 12, 2017	Friday, April 07, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Sunday, April 23, 2017	Thursday, January 12, 2017	Friday, April 07, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Monday, April 24, 2017	Thursday, January 12, 2017	Friday, April 07, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Tuesday, April 25, 2017	Friday, January 13, 2017	Monday, April 10, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Wednesday, April 26, 2017	Tuesday, January 17, 2017	Tuesday, April 11, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Thursday, April 27, 2017	Wednesday, January 18, 2017	Wednesday, April 12, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Friday, April 28, 2017	Thursday, January 19, 2017	Thursday, April 13, 2017	Friday, May 05, 2017	Friday, May 12, 2017

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Saturday, April 29, 2017	Friday, January 20, 2017	Friday, April 14, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Sunday, April 30, 2017	Friday, January 20, 2017	Friday, April 14, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Monday, May 01, 2017	Friday, January 20, 2017	Friday, April 14, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Tuesday, May 02, 2017	Monday, January 23, 2017	Monday, April 17, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Wednesday, May 03, 2017	Monday, January 23, 2017	Monday, April 17, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Thursday, May 04, 2017	Monday, January 23, 2017	Monday, April 17, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Friday, May 05, 2017	Monday, January 23, 2017	Monday, April 17, 2017	Friday, May 05, 2017	Friday, May 12, 2017
Saturday, May 06, 2017	Tuesday, January 24, 2017	Tuesday, April 18, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Sunday, May 07, 2017	Tuesday, January 24, 2017	Tuesday, April 18, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Monday, May 08, 2017	Tuesday, January 24, 2017	Tuesday, April 18, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Tuesday, May 09, 2017	Tuesday, January 24, 2017	Tuesday, April 18, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Wednesday, May 10, 2017	Wednesday, January 25, 2017	Wednesday, April 19, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Thursday, May 11, 2017	Wednesday, January 25, 2017	Wednesday, April 19, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Friday, May 12, 2017	Wednesday, January 25, 2017	Wednesday, April 19, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Saturday, May 13, 2017	Wednesday, January 25, 2017	Wednesday, April 19, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Sunday, May 14, 2017	Thursday, January 26, 2017	Thursday, April 20, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Monday, May 15, 2017	Thursday, January 26, 2017	Thursday, April 20, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Tuesday, May 16, 2017	Thursday, January 26, 2017	Thursday, April 20, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Wednesday, May 17, 2017	Friday, January 27, 2017	Friday, April 21, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Thursday, May 18, 2017	Monday, January 30, 2017	Monday, April 24, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Friday, May 19, 2017	Tuesday, January 31, 2017	Tuesday, April 25, 2017	Friday, May 19, 2017	Friday, May 26, 2017
Saturday, May 20, 2017	Wednesday, February 01, 2017	Wednesday, April 26, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Sunday, May 21, 2017	Wednesday, February 01, 2017	Wednesday, April 26, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Monday, May 22, 2017	Wednesday, February 01, 2017	Wednesday, April 26, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Tuesday, May 23, 2017	Thursday, February 02, 2017	Thursday, April 27, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Wednesday, May 24, 2017	Friday, February 03, 2017	Friday, April 28, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Thursday, May 25, 2017	Monday, February 06, 2017	Monday, May 01, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Friday, May 26, 2017	Tuesday, February 07, 2017	Tuesday, May 02, 2017	Friday, June 02, 2017	Friday, June 09, 2017

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Saturday, May 27, 2017	Wednesday, February 08, 2017	Wednesday, May 03, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Sunday, May 28, 2017	Wednesday, February 08, 2017	Wednesday, May 03, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Monday, May 29, 2017	Wednesday, February 08, 2017	Wednesday, May 03, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Tuesday, May 30, 2017	Wednesday, February 08, 2017	Wednesday, May 03, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Wednesday, May 31, 2017	Thursday, February 09, 2017	Thursday, May 04, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Thursday, June 01, 2017	Friday, February 10, 2017	Friday, May 05, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Friday, June 02, 2017	Friday, February 10, 2017	Friday, May 05, 2017	Friday, June 02, 2017	Friday, June 09, 2017
Saturday, June 03, 2017	Monday, February 13, 2017	Monday, May 08, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Sunday, June 04, 2017	Monday, February 13, 2017	Monday, May 08, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Monday, June 05, 2017	Monday, February 13, 2017	Monday, May 08, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Tuesday, June 06, 2017	Tuesday, February 14, 2017	Tuesday, May 09, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Wednesday, June 07, 2017	Wednesday, February 15, 2017	Wednesday, May 10, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Thursday, June 08, 2017	Thursday, February 16, 2017	Thursday, May 11, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Friday, June 09, 2017	Friday, February 17, 2017	Friday, May 12, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Saturday, June 10, 2017	Friday, February 17, 2017	Friday, May 12, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Sunday, June 11, 2017	Monday, February 20, 2017	Monday, May 15, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Monday, June 12, 2017	Monday, February 20, 2017	Monday, May 15, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Tuesday, June 13, 2017	Tuesday, February 21, 2017	Tuesday, May 16, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Wednesday, June 14, 2017	Wednesday, February 22, 2017	Wednesday, May 17, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Thursday, June 15, 2017	Thursday, February 23, 2017	Thursday, May 18, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Friday, June 16, 2017	Friday, February 24, 2017	Friday, May 19, 2017	Friday, June 16, 2017	Friday, June 23, 2017
Saturday, June 17, 2017	Monday, February 27, 2017	Monday, May 22, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Sunday, June 18, 2017	Monday, February 27, 2017	Monday, May 22, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Monday, June 19, 2017	Monday, February 27, 2017	Monday, May 22, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Tuesday, June 20, 2017	Tuesday, February 28, 2017	Tuesday, May 23, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Wednesday, June 21, 2017	Tuesday, February 28, 2017	Tuesday, May 23, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Thursday, June 22, 2017	Tuesday, February 28, 2017	Tuesday, May 23, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Friday, June 23, 2017	Wednesday, March 01, 2017	Wednesday, May 24, 2017	Friday, June 30, 2017	Friday, July 07, 2017

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Saturday, June 24, 2017	Thursday, March 02, 2017	Thursday, May 25, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Sunday, June 25, 2017	Friday, March 03, 2017	Friday, May 26, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Monday, June 26, 2017	Monday, March 06, 2017	Tuesday, May 30, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Tuesday, June 27, 2017	Tuesday, March 07, 2017	Wednesday, May 31, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Wednesday, June 28, 2017	Wednesday, March 08, 2017	Thursday, June 01, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Thursday, June 29, 2017	Thursday, March 09, 2017	Friday, June 02, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Friday, June 30, 2017	Friday, March 10, 2017	Monday, June 05, 2017	Friday, June 30, 2017	Friday, July 07, 2017
Saturday, July 01, 2017	Monday, March 13, 2017	Tuesday, June 06, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Sunday, July 02, 2017	Monday, March 13, 2017	Tuesday, June 06, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Monday, July 03, 2017	Monday, March 13, 2017	Tuesday, June 06, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Tuesday, July 04, 2017	Tuesday, March 14, 2017	Wednesday, June 07, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Wednesday, July 05, 2017	Tuesday, March 14, 2017	Wednesday, June 07, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Thursday, July 06, 2017	Wednesday, March 15, 2017	Thursday, June 08, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Friday, July 07, 2017	Thursday, March 16, 2017	Friday, June 09, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Saturday, July 08, 2017	Monday, March 20, 2017	Tuesday, June 13, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Sunday, July 09, 2017	Monday, March 20, 2017	Tuesday, June 13, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Monday, July 10, 2017	Monday, March 20, 2017	Tuesday, June 13, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Tuesday, July 11, 2017	Tuesday, March 21, 2017	Wednesday, June 14, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Wednesday, July 12, 2017	Wednesday, March 22, 2017	Thursday, June 15, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Thursday, July 13, 2017	Thursday, March 23, 2017	Friday, June 16, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Friday, July 14, 2017	Friday, March 24, 2017	Monday, June 19, 2017	Friday, July 14, 2017	Friday, July 21, 2017
Saturday, July 15, 2017	Monday, March 27, 2017	Tuesday, June 20, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Sunday, July 16, 2017	Monday, March 27, 2017	Tuesday, June 20, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Monday, July 17, 2017	Monday, March 27, 2017	Tuesday, June 20, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Tuesday, July 18, 2017	Tuesday, March 28, 2017	Wednesday, June 21, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Wednesday, July 19, 2017	Wednesday, March 29, 2017	Thursday, June 22, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Thursday, July 20, 2017	Thursday, March 30, 2017	Friday, June 23, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Friday, July 21, 2017	Friday, March 31, 2017	Monday, June 26, 2017	Friday, July 28, 2017	Friday, August 04, 2017

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Saturday, July 22, 2017	Monday, April 03, 2017	Tuesday, June 27, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Sunday, July 23, 2017	Monday, April 03, 2017	Tuesday, June 27, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Monday, July 24, 2017	Monday, April 03, 2017	Tuesday, June 27, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Tuesday, July 25, 2017	Tuesday, April 04, 2017	Wednesday, June 28, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Wednesday, July 26, 2017	Wednesday, April 05, 2017	Thursday, June 29, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Thursday, July 27, 2017	Thursday, April 06, 2017	Friday, June 30, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Friday, July 28, 2017	Thursday, April 06, 2017	Friday, June 30, 2017	Friday, July 28, 2017	Friday, August 04, 2017
Saturday, July 29, 2017	Tuesday, April 11, 2017	Thursday, July 06, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Sunday, July 30, 2017	Tuesday, April 11, 2017	Thursday, July 06, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Monday, July 31, 2017	Tuesday, April 11, 2017	Thursday, July 06, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Tuesday, August 01, 2017	Wednesday, April 12, 2017	Friday, July 07, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Wednesday, August 02, 2017	Thursday, April 13, 2017	Monday, July 10, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Thursday, August 03, 2017	Friday, April 14, 2017	Tuesday, July 11, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Friday, August 04, 2017	Monday, April 17, 2017	Wednesday, July 12, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Saturday, August 05, 2017	Tuesday, April 18, 2017	Thursday, July 13, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Sunday, August 06, 2017	Tuesday, April 18, 2017	Thursday, July 13, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Monday, August 07, 2017	Tuesday, April 18, 2017	Thursday, July 13, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Tuesday, August 08, 2017	Wednesday, April 19, 2017	Friday, July 14, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Wednesday, August 09, 2017	Thursday, April 20, 2017	Monday, July 17, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Thursday, August 10, 2017	Friday, April 21, 2017	Tuesday, July 18, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Friday, August 11, 2017	Monday, April 24, 2017	Wednesday, July 19, 2017	Friday, August 11, 2017	Friday, August 18, 2017
Saturday, August 12, 2017	Tuesday, April 25, 2017	Thursday, July 20, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Sunday, August 13, 2017	Tuesday, April 25, 2017	Thursday, July 20, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Monday, August 14, 2017	Tuesday, April 25, 2017	Thursday, July 20, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Tuesday, August 15, 2017	Wednesday, April 26, 2017	Friday, July 21, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Wednesday, August 16, 2017	Thursday, April 27, 2017	Monday, July 24, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Thursday, August 17, 2017	Friday, April 28, 2017	Tuesday, July 25, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Friday, August 18, 2017	Monday, May 01, 2017	Wednesday, July 26, 2017	Friday, August 25, 2017	Friday, September 01, 2017

2017 HCM Job Action Cutoff Schedule Winter - Spring-Summer

Effective Date of Action (Start or Begin Date)	Submission To HCM Start Date (Date Preparer/Approver can Begin to Submit Requests for the Effective Date)	HCM Cutoff Date (Cutoff or Latest Date Preparer/Approver can Submit Requests to Meet the Effective Date)	Benefit Cycle Pay Check Date	Non Benefit Cycle (Hourly Hourly Class 4 & 5) Pay Check Date
Saturday, August 19, 2017	Tuesday, May 02, 2017	Thursday, July 27, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Sunday, August 20, 2017	Tuesday, May 02, 2017	Thursday, July 27, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Monday, August 21, 2017	Tuesday, May 02, 2017	Thursday, July 27, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Tuesday, August 22, 2017	Wednesday, May 03, 2017	Friday, July 28, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Wednesday, August 23, 2017	Thursday, May 04, 2017	Monday, July 31, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Thursday, August 24, 2017	Friday, May 05, 2017	Tuesday, August 01, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Friday, August 25, 2017	Monday, May 08, 2017	Wednesday, August 02, 2017	Friday, August 25, 2017	Friday, September 01, 2017
Saturday, August 26, 2017	Tuesday, May 09, 2017	Thursday, August 03, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Sunday, August 27, 2017	Tuesday, May 09, 2017	Thursday, August 03, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Monday, August 28, 2017	Tuesday, May 09, 2017	Thursday, August 03, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Tuesday, August 29, 2017	Tuesday, May 09, 2017	Thursday, August 03, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Wednesday, August 30, 2017	Wednesday, May 10, 2017	Friday, August 04, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Thursday, August 31, 2017	Wednesday, May 10, 2017	Friday, August 04, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Friday, September 01, 2017	Thursday, May 11, 2017	Monday, August 07, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Saturday, September 02, 2017	Friday, May 12, 2017	Tuesday, August 08, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Sunday, September 03, 2017	Friday, May 12, 2017	Tuesday, August 08, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Monday, September 04, 2017	Friday, May 12, 2017	Tuesday, August 08, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Tuesday, September 05, 2017	Friday, May 12, 2017	Tuesday, August 08, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Wednesday, September 06, 2017	Monday, May 15, 2017	Wednesday, August 09, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Thursday, September 07, 2017	Tuesday, May 16, 2017	Thursday, August 10, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Friday, September 08, 2017	Wednesday, May 17, 2017	Friday, August 11, 2017	Friday, September 08, 2017	Friday, September 15, 2017
Saturday, September 09, 2017	Thursday, May 18, 2017	Monday, August 14, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Sunday, September 10, 2017	Thursday, May 18, 2017	Monday, August 14, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Monday, September 11, 2017	Thursday, May 18, 2017	Monday, August 14, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Tuesday, September 12, 2017	Friday, May 19, 2017	Tuesday, August 15, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Wednesday, September 13, 2017	Monday, May 22, 2017	Wednesday, August 16, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Thursday, September 14, 2017	Tuesday, May 23, 2017	Thursday, August 17, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Friday, September 15, 2017	Wednesday, May 24, 2017	Friday, August 18, 2017	Friday, September 22, 2017	Friday, September 29, 2017

2017 HCM Job Action Cutoff Schedule Winter - Spring-Summer

Effective Date of Action (Start or Begin Date)	Submission To HCM Start Date (Date Preparer/Approver can Begin to Submit Requests for the Effective Date)	HCM Cutoff Date (Cutoff or Latest Date Preparer/Approver can Submit Requests to Meet the Effective Date)	Benefit Cycle Pay Check Date	Non Benefit Cycle (Hourly Hourly Class 4 & 5) Pay Check Date
Saturday, September 16, 2017	Thursday, May 25, 2017	Monday, August 21, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Sunday, September 17, 2017	Thursday, May 25, 2017	Monday, August 21, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Monday, September 18, 2017	Thursday, May 25, 2017	Monday, August 21, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Tuesday, September 19, 2017	Friday, May 26, 2017	Tuesday, August 22, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Wednesday, September 20, 2017	Tuesday, May 30, 2017	Wednesday, August 23, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Thursday, September 21, 2017	Wednesday, May 31, 2017	Thursday, August 24, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Friday, September 22, 2017	Thursday, June 01, 2017	Friday, August 25, 2017	Friday, September 22, 2017	Friday, September 29, 2017
Saturday, September 23, 2017	Friday, June 02, 2017	Monday, August 28, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Sunday, September 24, 2017	Friday, June 02, 2017	Monday, August 28, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Monday, September 25, 2017	Friday, June 02, 2017	Monday, August 28, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Tuesday, September 26, 2017	Monday, June 05, 2017	Tuesday, August 29, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Wednesday, September 27, 2017	Tuesday, June 06, 2017	Wednesday, August 30, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Thursday, September 28, 2017	Wednesday, June 07, 2017	Thursday, August 31, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Friday, September 29, 2017	Thursday, June 08, 2017	Friday, September 01, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Saturday, September 30, 2017	Friday, June 09, 2017	Tuesday, September 05, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Sunday, October 01, 2017	Monday, June 12, 2017	Wednesday, September 06, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Monday, October 02, 2017	Monday, June 12, 2017	Wednesday, September 06, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Tuesday, October 03, 2017	Tuesday, June 13, 2017	Thursday, September 07, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Wednesday, October 04, 2017	Wednesday, June 14, 2017	Friday, September 08, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Thursday, October 05, 2017	Thursday, June 15, 2017	Monday, September 11, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Friday, October 06, 2017	Friday, June 16, 2017	Tuesday, September 12, 2017	Friday, October 06, 2017	Friday, October 13, 2017
Saturday, October 07, 2017	Tuesday, June 20, 2017	Thursday, September 14, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Sunday, October 08, 2017	Wednesday, June 21, 2017	Friday, September 15, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Monday, October 09, 2017	Thursday, June 22, 2017	Monday, September 18, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Tuesday, October 10, 2017	Monday, June 26, 2017	Wednesday, September 20, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Wednesday, October 11, 2017	Wednesday, June 28, 2017	Friday, September 22, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Thursday, October 12, 2017	Friday, June 30, 2017	Tuesday, September 26, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Friday, October 13, 2017	Wednesday, July 05, 2017	Thursday, September 28, 2017	Friday, October 20, 2017	Friday, October 27, 2017

2017 HCM Job Action Cutoff Schedule Winter - Spring-Summer

Effective Date of Action (Start or Begin Date)	Submission To HCM Start Date (Date Preparer/Approver can Begin to Submit Requests for the Effective Date)	HCM Cutoff Date (Cutoff or Latest Date Preparer/Approver can Submit Requests to Meet the Effective Date)	Benefit Cycle Pay Check Date	Non Benefit Cycle (Hourly Hourly Class 4 & 5) Pay Check Date
Saturday, October 14, 2017	Thursday, July 06, 2017	Friday, September 29, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Sunday, October 15, 2017	Thursday, July 06, 2017	Friday, September 29, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Monday, October 16, 2017	Thursday, July 06, 2017	Friday, September 29, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Tuesday, October 17, 2017	Friday, July 07, 2017	Monday, October 02, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Wednesday, October 18, 2017	Monday, July 10, 2017	Tuesday, October 03, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Thursday, October 19, 2017	Tuesday, July 11, 2017	Wednesday, October 04, 2017	Friday, October 20, 2017	Friday, October 27, 2017
Friday, October 20, 2017	Wednesday, July 12, 2017	Thursday, October 05, 2017	Friday, October 20, 2017	Friday, October 27, 2017