

ARC DEADLINES CALENDAR – (September to December 2024)

NEW APPOINTMENTS – ACADEMICS Includes 4 weeks for UCPath/Onboarding	
AVC Authority	8 weeks prior to start date
EVC Authority	10-12 weeks prior to start date
Chancellor Authority	16 weeks prior to start date
NEW APPOINTMENTS - DOMESTIC SCHOLARS 5-7 weeks prior to start date	
Effective date 9/1/2024	7/15/2024 – 7/29/2024
Effective date 10/1/2024	8/12/2024 – 8/26/2024
Effective date 11/1/2024	9/9/2024 – 9/23/2024
Effective date 12/1/2024	10/14/2024 – 10/28/2024
NEW APPOINTMENTS - INTERNATIONAL SCHOLARS 12-14 weeks prior to start date	
Effective date 11/1/2024	7/26/2024 – 8/9/2024
Effective date 12/1/2024	8/25/2024 – 9/8/2024
Effective date 1/1/2025	9/25/2024 – 10/9/2024
Effective date 2/1/2025	10/25/2024 – 11/9/2024

ONBOARDING DEADLINES	
Start dates between 9/16/2024 – 9/30/2024	August 15, 2024
Start dates between 10/1/2024 – 10/15/2024	September 2, 2024
Start dates between 10/16/2024 – 10/31/2024	September 13, 2024
Start dates between 11/1/2024 – 11/15/2024	October 1, 2024
Start dates between 11/16/2024 – 11/30/2024	October 15, 2024
Start dates between 12/1/2024 – 12/15/2024	November 1, 2024
Start dates between 12/16/2024 – 12/31/2024	November 15, 2024
Start dates between 1/1/2024 – 1/30/2024	December 2, 2024

LAYOFFS AND INVOLUNTARY REDUCTIONS IN TIME
Allow at least 3 months in advance of effective date.

RTAD
Allow at least 3-5 months to process and approve.

EFFORT AND SALARY CHANGES	
Monthly Payday of 10/1/2024	9/9/2024
Monthly Payday of 11/1/2024	10/4/2024
Monthly Payday of 11/27/2024	11/4/2024
Monthly Payday of 01/2/2025	12/4/2024
Biweekly Payday of 8/28/2024	8/6/2024
Biweekly Payday of 9/11/2024	8/19/2024
Biweekly Payday of 9/25/2024	9/3/2024
Biweekly Payday of 10/9/2024	9/17/2024
Biweekly Payday of 10/23/2024	10/1/2024
Biweekly Payday of 11/6/2024	10/15/2024
Biweekly Payday of 11/20/2024	10/28/2024
Biweekly Payday of 12/4/2024	11/8/2024
Biweekly Payday of 12/18/2024	11/22/2024

Payday	Z PAYMENTS	FUND CHANGES
Monthly Payday of 10/1/2024	9/12/2024	9/17/2024
Monthly Payday of 11/1/2024	10/15/2024	10/18/2024
Monthly Payday of 11/27/2024	11/7/2024	11/13/2024
Monthly Payday of 1/2/2025	12/9/2024	12/12/2024
Biweekly Payday of 9/11/2024	8/22/2024	8/27/2024
Biweekly Payday of 9/25/2024	9/6/2024	9/11/2024
Biweekly Payday of 10/9/2024	9/20/2024	9/25/2024
Biweekly Payday of 10/23/2024	10/4/2024	10/9/2024
Biweekly Payday of 11/6/2024	10/18/2024	10/23/2024
Biweekly Payday of 11/20/2024	10/31/2024	11/5/2024
Biweekly Payday of 12/4/2024	11/14/2024	11/19/2024
Biweekly Payday of 12/18/2024	11/27/2024	12/4/2024
Biweekly Payday of 1/2/2025	12/11/2024	12/13/2024

TIMESHEETS FOR NON-EXEMPT ACADEMICS & SCHOLARS	
Biweekly Payday of 9/11/2024	8/30/2024
Biweekly Payday of 9/25/2024	9/13/2024
Biweekly Payday of 10/9/2024	9/27/2024
Biweekly Payday of 10/23/2024	10/11/2024
Biweekly Payday of 11/6/2024	10/25/2024
Biweekly Payday of 11/20/2024	11/8/2024
Biweekly Payday of 12/4/2024	11/22/2024
Biweekly Payday of 12/18/2024	12/6/2024
Biweekly Payday of 1/2/2025	12/20/2024

SEPARATION FORM DEADLINE	
Monthly Payday of 10/1/2024	9/4/2024
Monthly Payday of 11/1/2024	10/7/2024
Monthly Payday of 11/27/2024	10/30/2024
Monthly Payday of 1/2/2025	12/2/2024
Biweekly Payday of 9/11/2024	8/14/2024
Biweekly Payday of 9/25/2024	8/28/2024
Biweekly Payday of 10/9/2024	9/12/2024
Biweekly Payday of 10/23/2024	9/26/2024
Biweekly Payday of 11/6/2024	10/10/2024
Biweekly Payday of 11/20/2024	10/23/2024
Biweekly Payday of 12/4/2024	11/5/2024
Biweekly Payday of 12/18/2024	11/19/2024
Biweekly Payday of 1/2/2025	12/3/2024

MSP STAFF PHYSICIANS	
New contracts (strongly recommend the 1 st of the month start dates)	60 days before effective date
Contract Renewals and Revisions	30 days before effective date