

ARC DEADLINES CALENDAR – (May to August 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 7/1/2024	5/13/2024 – 5/27/2024
Effective date 8/1/2024	6/13/2024 – 6/27/2024
Effective date 9/1/2024	7/15/2024 – 7/29/2024
Effective date 10/1/2024	8/13/2024 – 8/27/2024
NEW APPOINTMENTS - INTERNATIONAL SCHOLARS 12-14 weeks prior to start date	
Effective date 8/1/2024	4/25/2024 – 5/9/2024
Effective date 9/1/2024	5/26/2024 – 6/9/2024
Effective date 10/1/2024	6/25/2024 – 7/9/2024
Effective date 11/1/2024	7/26/2024 – 8/9/2024

ONBOARDING DEADLINES	
Start dates between 6/1/2024 – 6/15/2024	May 1, 2024
Start dates between 6/16/2024 – 6/28/2024	May 15, 2024
Start dates between 7/1/2024 – 7/15/2024	June 1, 2024
Start dates between 7/16/2024 – 7/31/2024	June 15, 2024
Start dates between 8/1/2024 – 8/15/2024	July 1, 2024
Start dates between 8/16/2024 – 8/30/2024	July 15, 2024
Start dates between 9/1/2024 – 9/15/2024	August 1, 2024
Start dates between 9/16/2024 – 9/30/2024	August 15, 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 5/1/2024	4/9/2024
Monthly Payday of 6/1/2024	5/9/2024
Monthly Payday of 7/1/2024	6/6/2024
Monthly Payday of 8/1/2024	N/A
Biweekly Payday of 5/8/2024	4/16/2024
Biweekly Payday of 5/22/2024	4/30/2024
Biweekly Payday of 6/5/2024	5/13/2024
Biweekly Payday of 6/18/2024	5/28/2024
Biweekly Payday of 7/3/2024	6/10/2024
Biweekly Payday of 7/17/2024	6/24/2024
Biweekly Payday of 7/31/2024	N/A
Biweekly Payday of 8/14/2024	7/23/2024
Biweekly Payday of 8/28/2024	8/6/2024

Payday	Z PAYMENTS	FUND CHANGES
Monthly Payday of 5/31/2024	5/13/2024	5/8/2024
Monthly Payday of 7/1/2024	6/11/2024	6/6/2024
Monthly Payday of 8/1/2024	N/A	N/A
Monthly Payday of 8/30/2024	8/13/2024	8/8/2024
Biweekly Payday of 5/8/2024	4/19/2024	4/24/2024
Biweekly Payday of 5/22/2024	5/3/2024	5/8/2024
Biweekly Payday of 6/5/2024	5/16/2024	5/21/2024
Biweekly Payday of 6/18/2024	5/31/2024	6/3/2024
Biweekly Payday of 7/3/2024	6/13/2024	6/14/2024
Biweekly Payday of 7/17/2024	6/27/2024	7/2/2024
Biweekly Payday of 7/31/2024	7/12/2024	N/A
Biweekly Payday of 8/14/2024	7/26/2024	7/31/2024
Biweekly Payday of 8/28/2024	8/9/2024	8/14/2024

TIMESHEETS FOR NON-EXEMPT ACADEMICS & SCHOLARS	
Biweekly Payday of 5/8/2024	4/26/2024
Biweekly Payday of 5/22/2024	5/10/2024
Biweekly Payday of 6/5/2024	5/24/2024
Biweekly Payday of 6/18/2024	6/7/2024
Biweekly Payday of 7/3/2024	6/21/2024
Biweekly Payday of 7/17/2024	7/5/2024
Biweekly Payday of 7/31/2024	7/19/2024
Biweekly Payday of 8/14/2024	8/2/2024
Biweekly Payday of 8/28/2024	8/16/2024

SEPARATION FORM DEADLINE	
Monthly Payday of 5/31/2024	5/6/2024
Monthly Payday of 7/1/2024	6/3/2024
Monthly Payday of 8/1/2024	N/A
Monthly Payday of 8/30/2024	8/5/2024
Biweekly Payday of 5/8/2024	4/11/2024
Biweekly Payday of 5/22/2024	4/25/2024
Biweekly Payday of 6/5/2024	5/8/2024
Biweekly Payday of 6/18/2024	5/22/2024
Biweekly Payday of 7/3/2024	6/5/2024
Biweekly Payday of 7/17/2024	6/18/2024
Biweekly Payday of 7/31/2024	N/A
Biweekly Payday of 8/14/2024	7/18/2024
Biweekly Payday of 8/28/2024	8/1/2024

MSP STAFF PHYSICIANS	
New contracts (strongly recommend the 1 st of the month start dates)	40 days before effective date
Contract Renewals and Revisions	30 days before effective date