

2022 Workday Payroll Calendar

Pay Period quarterly deadlines for Work Learn highlighted in yellow

Period Number	Monthly Employees		Hourly Employees		All employees	Employees & Timekeepers Time Entry/Submit Deadline @ 11:59pm	Managers & Leaders Time Approval Deadline @ 11:59pm	Payroll Administrators Deadline to enter employee data in Workday
	Period Start Date	Period End Date	Period Start Date	Period End Date	Pay Date			
1	1-Jan-2022	15-Jan-2022	24-Dec-2021	8-Jan-2022	14-Jan-2022	8-Jan-2022	10-Jan-2022	11-Jan-2022
2	16-Jan-2022	31-Jan-2022	9-Jan-2022	23-Jan-2022	31-Jan-2022	23-Jan-2022	25-Jan-2022	26-Jan-2022
3	1-Feb-2022	15-Feb-2022	24-Jan-2022	8-Feb-2022	15-Feb-2022	8-Feb-2022	9-Feb-2022	10-Feb-2022
4	16-Feb-2022	28-Feb-2022	9-Feb-2022	23-Feb-2022	28-Feb-2022	22-Feb-2022	23-Feb-2022	23-Feb-2022
5	1-Mar-2022	15-Mar-2022	24-Feb-2022	8-Mar-2022	15-Mar-2022	8-Mar-2022	9-Mar-2022	10-Mar-2022
6	16-Mar-2022	31-Mar-2022	9-Mar-2022	23-Mar-2022	31-Mar-2022	23-Mar-2022	25-Mar-2022	28-Mar-2022
7	1-Apr-2022	15-Apr-2022	24-Mar-2022	8-Apr-2022	14-Apr-2022	8-Apr-2022	11-Apr-2022	11-Apr-2022
8	16-Apr-2022	30-Apr-2022	9-Apr-2022	23-Apr-2022	29-Apr-2022	23-Apr-2022	25-Apr-2022	26-Apr-2022
9	1-May-2022	15-May-2022	24-Apr-2022	8-May-2022	13-May-2022	8-May-2022	9-May-2022	26-Apr-2022
10	16-May-2022	31-May-2022	9-May-2022	23-May-2022	31-May-2022	23-May-2022	25-May-2022	26-May-2022
11	1-Jun-2022	15-Jun-2022	24-May-2022	8-Jun-2022	15-Jun-2022	8-Jun-2022	9-Jun-2022	10-Jun-2022
12	16-Jun-2022	30-Jun-2022	9-Jun-2022	23-Jun-2022	30-Jun-2022	23-Jun-2022	24-Jun-2022	27-Jun-2022
13	1-Jul-2022	15-Jul-2022	24-Jun-2022	8-Jul-2022	15-Jul-2022	8-Jul-2022	11-Jul-2022	12-Jul-2022
14	16-Jul-2022	31-Jul-2022	9-Jul-2022	23-Jul-2022	29-Jul-2022	23-Jul-2022	25-Jul-2022	26-Jul-2022
15	1-Aug-2022	15-Aug-2022	24-Jul-2022	8-Aug-2022	15-Aug-2022	8-Aug-2022	9-Aug-2022	10-Aug-2022
16	16-Aug-2022	31-Aug-2022	9-Aug-2022	23-Aug-2022	31-Aug-2022	23-Aug-2022	25-Aug-2022	26-Aug-2022
17	1-Sep-2022	15-Sep-2022	24-Aug-2022	8-Sep-2022	15-Sep-2022	8-Sep-2022	9-Sep-2022	26-Aug-2022
18	16-Sep-2022	30-Sep-2022	9-Sep-2022	23-Sep-2022	29-Sep-2022	23-Sep-2022	26-Sep-2022	26-Sep-2022
19	1-Oct-2022	15-Oct-2022	24-Sep-2022	8-Oct-2022	14-Oct-2022	8-Oct-2022	11-Oct-2022	11-Oct-2022
20	16-Oct-2022	31-Oct-2022	9-Oct-2022	23-Oct-2022	31-Oct-2022	23-Oct-2022	25-Oct-2022	26-Oct-2022
21	1-Nov-2022	15-Nov-2022	24-Oct-2022	8-Nov-2022	15-Nov-2022	8-Nov-2022	9-Nov-2022	9-Nov-2022
22	16-Nov-2022	30-Nov-2022	9-Nov-2022	23-Nov-2022	30-Nov-2022	23-Nov-2022	25-Nov-2022	25-Nov-2022
23	1-Dec-2022	15-Dec-2022	24-Nov-2022	8-Dec-2022	15-Dec-2022	8-Dec-2022	9-Dec-2022	12-Dec-2022
24	16-Dec-2022	31-Dec-2022	9-Dec-2022	23-Dec-2022	30-Dec-2022	21-Dec-2022	21-Dec-2022	21-Dec-2022

Deadline to approve Winter cycle hours to be eligible for Work Learn subsidy.

Deadline to approve Summer cycle hours to be eligible for Work Learn subsidy.