

**2023 - 2024 Fiscal Year  
Biweekly Pay Schedule**

|                    | Pay Period         | Pay Period Dates<br>Begin End | Pay Check Date    | Kronos Entry Deadline | HR Forms Cutoff |          |
|--------------------|--------------------|-------------------------------|-------------------|-----------------------|-----------------|----------|
|                    | BW2313             | 05/29/23 06/11/23             | 06/20/23          | 06/09/23              | 06/08/23        | FY 22-23 |
| Summer Two Session | BW2314             | 06/12/23 06/25/23             | 07/03/23          | 06/23/23              | 06/22/23        | FY 22-23 |
|                    | BW2315*            | 06/26/23 07/09/23             | 07/18/23          | 07/07/23              | 07/06/23        | FY 23-24 |
|                    | BW2316             | 07/10/23 07/23/23             | 08/01/23          | 07/21/23              | 07/20/23        |          |
|                    | BW2317             | 07/24/23 08/06/23             | 08/15/23          | 08/04/23              | 08/03/23        |          |
| ***                | BW2318             | 08/07/23 08/20/23             | 08/29/23          | 08/18/23              | 08/17/23        |          |
| Fall Semester      | BW2319             | 08/21/23 09/03/23             | 09/12/23          | 09/01/23              | 08/31/23        |          |
|                    | BW2320             | 09/04/23 09/17/23             | 09/26/23          | 09/15/23              | 09/14/23        |          |
|                    | BW2321             | 09/18/23 10/01/23             | 10/10/23          | 09/29/23              | 09/28/23        |          |
|                    | BW2322             | 10/02/23 10/15/23             | 10/24/23          | 10/13/23              | 10/12/23        |          |
|                    | BW2323             | 10/16/23 10/29/23             | 11/07/23          | 10/27/23              | 10/26/23        |          |
|                    | BW2324             | 10/30/23 11/12/23             | 11/21/23          | 11/10/23              | 11/09/23        |          |
|                    | BW2325             | 11/13/23 11/26/23             | 12/05/23          | 11/22/23              | 11/23/23        |          |
|                    | BW2326             | 11/27/23 12/10/23             | 12/19/23          | 12/08/23              | 12/07/23        |          |
| **                 | BW2401             | 12/11/23 12/24/23             | 01/02/24          | 12/22/23              | 12/22/23        |          |
| Spring Semester    | BW2402             | 12/25/23 01/07/24             | 01/16/24          | 01/05/24              | 01/05/24        |          |
|                    | BW2403             | 01/08/24 01/21/24             | 01/30/24          | 01/19/24              | 01/19/24        |          |
|                    | BW2404             | 01/22/24 02/04/24             | 02/13/24          | 02/02/24              | 02/02/24        |          |
|                    | BW2405             | 02/05/24 02/18/24             | 02/27/24          | 02/16/24              | 02/16/24        |          |
|                    | BW2406             | 02/19/24 03/03/24             | 03/12/24          | 03/01/24              | 03/01/24        |          |
|                    | BW2407             | 03/04/24 03/17/24             | 03/26/24          | 03/15/24              | 03/15/24        |          |
|                    | BW2408             | 03/18/24 03/31/24             | 04/09/24          | 03/29/24              | 03/29/24        |          |
|                    | BW2409             | 04/01/24 04/14/24             | 04/23/24          | 04/12/24              | 04/12/24        |          |
|                    | BW2410             | 04/15/24 04/28/24             | 05/07/24          | 04/26/24              | 04/26/24        |          |
|                    | Summer One Session | BW2411                        | 04/29/24 05/12/24 | 05/21/24              | 05/10/24        | 05/10/24 |
| BW2412             | 05/13/24 05/26/24  | 06/04/24                      | 05/24/24          | 05/24/24              |                 |          |
| BW2413             | 05/27/24 06/09/24  | 06/18/24                      | 06/07/24          | 06/07/24              | FY 23-24        |          |
| BW2414             | 06/10/24 06/23/24  | 07/02/24                      | 06/21/24          | 06/21/24              | FY 23-24        |          |

New Hire forms are due to HR 5 business days prior to the hire start date

Graduate Appointees Pay Schedule Detail  
<http://www.wmich.edu/grad/currentstudents/appointments.html>

\*Tentative first Workstudy pay

Employees with multiple positions that include a biweekly paid position and semimonthly paid position will receive pay on both pay cycles

\*\*Kronos due date will be adjusted for winter closure

\*\*\*Realignment of the new semester schedules

**2023 - 2024 Fiscal Year  
Semimonthly Pay Schedule**

|                    | Pay Period        | Pay Period Dates<br>Begin End | Pay Check Date    | P/S Leave Entry Deadline | HR Forms Cutoff |                 |
|--------------------|-------------------|-------------------------------|-------------------|--------------------------|-----------------|-----------------|
|                    | SM2313            | 06/15/23 06/30/23             | 07/05/23          | 06/29/23                 | 06/09/23        | FY 22-23        |
| Summer Two Session | SM2314            | 07/01/23 07/14/23             | 07/20/23          | 07/13/23                 | 06/23/23        | FY 23-24        |
|                    | SM2315            | 07/15/23 07/31/23             | 08/04/23          | 07/27/23                 | 07/07/23        |                 |
|                    | SM2316            | 08/01/23 08/14/23             | 08/18/23          | 08/10/23                 | 07/21/23        |                 |
|                    | SM2317+           | 08/15/23 08/31/23             | 09/05/23          | 08/28/23                 | 08/08/23        | same pay period |
| Fall Semester      | SM2317+           | 08/15/23 08/31/23             | 09/05/23          | 08/28/23                 | 08/08/23        | same pay period |
|                    | SM2318            | 09/01/23 09/14/23             | 09/20/23          | 09/13/23                 | 08/24/23        |                 |
|                    | SM2319            | 09/15/23 09/30/23             | 10/05/23          | 09/27/23                 | 09/07/23        |                 |
|                    | SM2320            | 10/01/23 10/14/23             | 10/20/23          | 10/12/23                 | 09/22/23        |                 |
|                    | SM2321            | 10/15/23 10/31/23             | 11/03/23          | 10/26/23                 | 10/06/23        |                 |
|                    | SM2322            | 11/01/23 11/14/23             | 11/20/23          | 11/16/23                 | 10/27/23        |                 |
|                    | SM2323            | 11/15/23 11/30/23             | 12/05/23          | 11/30/23                 | 11/10/23        |                 |
|                    | SM2324            | 12/01/23 12/14/23             | 12/20/23          | 12/14/23                 | 11/24/23        |                 |
|                    | SM2401            | 12/15/23 12/31/23             | 01/05/24          | 12/20/23                 | 11/30/23        |                 |
|                    | Spring Semester   | SM2402                        | 01/01/24 01/14/24 | 01/19/24                 | 01/11/24        | 12/22/23        |
| SM2403             |                   | 01/15/24 01/31/24             | 02/05/24          | 01/29/24                 | 01/09/24        |                 |
| SM2404             |                   | 02/01/24 02/14/24             | 02/20/24          | 02/14/24                 | 01/25/24        |                 |
| SM2405             |                   | 02/15/24 02/29/24             | 03/05/24          | 02/28/24                 | 02/08/24        |                 |
| SM2406             |                   | 03/01/24 03/14/24             | 03/20/24          | 03/14/24                 | 02/23/24        |                 |
| SM2407             |                   | 03/15/24 03/31/24             | 04/05/24          | 03/27/24                 | 03/07/24        |                 |
| SM2408             |                   | 04/01/24 04/14/24             | 04/19/24          | 04/11/24                 | 03/22/24        |                 |
| SM2409             |                   | 04/15/24 04/30/24             | 05/03/24          | 04/25/24                 | 04/05/24        |                 |
| SM2410++           |                   | 05/01/24 05/14/24             | 05/20/24          | 05/09/24                 | 04/19/24        | same pay period |
| Summer One Session | SM2410++          | 05/01/24 05/14/24             | 05/20/24          | 05/09/24                 | 04/19/24        | same pay period |
| SM2411             | 05/15/24 05/31/24 | 06/05/24                      | 05/30/24          | 05/10/24                 |                 |                 |
| SM2412             | 06/01/24 06/14/24 | 06/19/24                      | 06/13/24          | 05/24/24                 |                 |                 |
| SM2413             | 06/15/24 06/30/24 | 07/05/24                      | 06/27/24          | 06/07/24                 | FY 23-24        |                 |

New Hire forms are due to HR 5 business days prior to the hire start date.

Employees with multiple positions that include a biweekly paid position and semimonthly paid position will receive pay on both pay cycles.

+ The last Summer-2 pay period, and the first Fall pay period, are the same pay period  
 ++ The first Summer-1 pay period, and the last Spring pay period, are the same pay period.

Employees with multiple positions that include a biweekly paid position and a semi-monthly paid position will receive pay on both pay schedules.

For more information on the new semimonthly pay schedule visit  
<http://www.wmich.edu/payroll/payroll/semimonthly.html>