

STUDENTS

RICE UNIVERSITY

~ January 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 GR-1 Begins	2 Rice Holiday	3 GR-1 Paperwork due in GPS B1-1 Paperwork due in SFS	4	5	6 B1-1 Timesheets are due in Payroll by noon	7
8	9 B1-2 Begins	10	11	12	13 GR-1 Payday B1-2 Paperwork due in SFS B1-1 Payday	14
15 GR-1 Ends	16 GR-2 Begins Rice Holiday	17 GR-2 Paperwork due in GPS	18	19	20 B1-2 Timesheets are due in Payroll by noon	21
22	23 B1-3 Begins	24	25	26	27 B1-2 Payday	28
29	30 B1-3 Paperwork due in SFS	31 GR-2 Ends GR-2 Payday	Notes:			

Payroll Dept. Mail Stop 71
 6100 Main St
 Houston, TX 77005
 713-348-3410 tel. 713-348-5181 fax
 Located: Memorial Hermann Medical Plaza Bldg. Suite 2650

B1=Bi-Weekly, Hourly Payroll GR=Graduate, Semi-Monthly Payroll

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~ February 2012 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 GR-3 Begins	2	3 GR-3 Paperwork due in GPS B1-3 Timesheets are due in Payroll by noon	4
5	6 B1-4 Begins	7	8	9	10 B1-3 Payday	11
12	13 B1-4 Paperwork due in SFS	14	15 GR-3 Ends GR-3 Payday	16 GR-4 Begins	17 GR-4 Paperwork due in GPS B1-4 Timesheets are due in Payroll by noon	18
19	20 Bank Holiday B1-5 Begins	21	22	23	24 B1-4 Payday	25
26	27 B1-5 Paperwork due in SFS	28	29 GR-4 Ends GR-4 Payday	Notes:		

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~ March 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 GR-5 Begins	2 B1-5 Timesheets are due in Payroll by noon	3
4	5 GR-5 Paperwork due in GPS B1-6 Begins	6	7	8	9 B1-5 Payday	10
11	12 B1-6 Paperwork due in SFS	13	14	15 GR-5 Ends GR-5 Payday	16 GR-6 Begins B1-6 Timesheets are due in Payroll by noon	17
18	19 GR-6 Paperwork due in GPS B1-7 Begins	20	21	22	23 B1-6 Payday	24
25	26 B1-7 Paperwork due in SFS	27	28	29	30 GR-6 Payday B1-7 Timesheets are due in Payroll by noon	31 GR-6 Ends

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~ April 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 GR-7 Begins	2 B1-8 Begins	3 GR-7 Paperwork due in GPS	4	5	6 B1-7 Payday	7
8	9 B1-8 Paperwork due in SFS	10	11	12	13 GR-7 Payday B1-8 Timesheets are due in Payroll by noon	14
15 GR-7 Ends	16 GR-8 Begins B1-9 Begins	17	18 GR-8 Paperwork due in GPS	19	20 B1-8 Payday	21
22	23 B1-9 Paperwork due in SFS	24	25	26	27 B1-9 Timesheets are due in Payroll by noon	28
29	30 GR-8 Ends GR-8 Payday B1-10 Begins	Notes:				

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~ May 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 GR-9 Begins	2	3 GR-9 Paperwork due in GPS GR-10 Paperwork due in GPS	4 B1-9 Payday	5
6	7 B1-10 Paperwork due in SFS	8	9	10	11 B1-10 Timesheets are due in Payroll by noon	12
13	14 B1-11 Begins	15 GR- 9 Ends GR-9 Payday	16 GR-10 Begins	17	18 B1-10 Payday	19
20	21 B1-11 Paperwork due in SFS	22	23	24	25 B1-11 Timesheets are due in Payroll by noon	26
27	28 Rice Holiday B1-12 Begins	29	30	31 GR-10 Ends GR-10 Payday	Notes:	

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~ June 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 GR-11 Begins B1-11 Payday	2
3	4 B1-12 Paperwork due in SFS	5 GR-11 Paperwork due in GPS	6	7	8 B1-12 Timesheets are due in Payroll by noon	9
10	11 B1-13 Begins	12	13	14	15 GR-11 Ends GR-11 Payday B1-12 Payday	16 GR-12 Begins
17	18 GR-12 Paperwork due in GPS B1-13 Paperwork due in SFS	19	20	21	22 B1-13 Timesheets are due in Payroll by noon	23
24	25 B1-14 Begins	26	27	28	29 GR-12 Payday B1-14 Paperwork due in SFS B1-13 Payday	30 GR-12 Ends

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~ July 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 GR-13 Begins	2 GR-13 Paperwork due in GPS	3	4 Rice Holiday	5	6 B1-14 Timesheets are due in Payroll by noon	7
8	9 B1-15 Begins	10	11	12	13 GR-13 Payday B1-14 Payday	14
15 GR-13 Ends	16 GR-14 Begins B1-15 Paperwork due in SFS	17	18 GR-14 Paperwork due in GPS	19	20 B1-15 Timesheets are due in Payroll by noon	21
22	23 B1-16 Begins	24	25	26	27 B1-15 Payday	28
29	30 B1-16 Paperwork due in SFS	31 GR-14 Ends GR-14 Payday	Notes:			

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~ August 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 GR-15 Begins	2 GR-15 Paperwork due in GPS GR-16 Paperwork due in GPS	3 B1-16 Timesheets are due in Payroll by noon	4
5	6 B1-17 Begins	7	8	9	10 B1-16 Payday	11
12	13 B1-17 Paperwork due in SFS	14	15 GR-15 Ends GR-15 Payday	16 GR-16 Begins	17 B1-17 Timesheets are due in Payroll by noon	18
19	20 B1-18 Begins	21	22	23	24 B1-17 Payday	25
26	27 B1-18 Paperwork due in SFS	28	29	30	31 GR-16 Ends GR-16 Payday B1-18 Timesheets are due in Payroll by noon B1-19 Paperwork due in SFS	Notes:

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~ September 2012 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 GR-17 Begins
2	3 Rice Holiday B1-19 Begins	4 GR-17 Paperwork due in GPS	5	6	7 B18-1 Payday	8
9	10 B1-19 Paperwork due in SFS	11	12	13	14 GR-17 Payday B1-19 Timesheets are due in Payroll by noon	15 GR-17 Ends
16 GR-18 Begins	17 B1-20 Begins	18 GR-18 Paperwork due in GPS	19	20	21 B1-19 Payday	22
23	24 B1-20 Paperwork due in SFS	25	26	27	28 GR-18 Payday B1-20 Timesheets are due in Payroll by noon	29
30 GR-18 Ends	Notes:					

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~ October 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 GR-19 Begins B1-21 Begins	2	3 GR-19 Paperwork due in GPS	4	5 B1-20 Payday	6
7	8 B1-21 Paperwork due in SFS	9	10	11	12 B1-21 Timesheets are due in Payroll by noon	13
14	15 GR-19 Ends GR-19 Payday B1-22 Begins	16 GR-20 Begins	17	18 GR-20 Paperwork due in GPS	19 B1-21 Payday	20
21	22 B1-22 Paperwork due in SFS	23	24	25	26 B1-22 Timesheets are due in Payroll by noon	27
28	29 B1-23 Begins	30	31 GR-20 Ends GR-20 Payday	Notes:		

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~ November 2012 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 GR-21 Begins	2 B1-22 Payday	3
4	5 GR-21 Paperwork due in GPS B1-23 Paperwork due in SFS	6	7	8	9 B1-23 Timesheets are due in Payroll by noon	10
11	12 B1-24 Begins	13	14	15 GR-21 Ends GR-21 Payday	16 GR-22 Paperwork due in GPS GR-2 2 Begins B1-23 Payday	17
18	19 B1-24 Paperwork due in SFS	20	21 B1-24 Timesheets are due in Payroll by noon	22 Rice Holiday	23 Rice Holiday	24
25	26 B1-25 Begins	27	28	29	30 GR-23 Paperwork due in GPS GR-24 Paperwork due in GPS GR-22 Ends GR-22 Payday B1-24 Payday	Notes:

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~ December 2012 ~						
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						1 GR-23 Begins
2	3 B1-25 Paperwork due in SFS	4	5	6	7 B1-25 Timesheets are due in Payroll by noon	8
9	10 B1-26 Begins B1-26 Paperwork due in SFS	11	12 B1-26 Timesheets are due in Payroll by noon	13	14 GR-23 Payday GR-24 Payday B1-25 Payday	15 GR-23 Ends
16 GR-24 Begins	17	18	19 B1-26 Payday	20	21 B1-1 Paperwork due in SFS	22
23 Winter Recess	24 B1-1 Begins Winter Recess	25 Winter Recess	26 Winter Recess	27 Winter Recess	28 Winter Recess	29 Winter Recess
30 Winter Recess	31 GR-24 Ends Winter Recess	Notes:				

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