

Fiscal Year 2020 – 2021 Final Pay Period Due Dates

The final pay period of fiscal year 2020 - 2021 will be split into two timesheets: **6/20/2021 – 6/30/2021** and **7/1/2020 – 7/3/2021**, in order to credit the new fiscal year 2021 - 2022 in PR Assist.

The due date for the 6/20/2021 – 6/30/2021 timesheet is **Tuesday 7/6/2021**.

The due date for the 7/1/2021 – 7/3/2021 timesheet is **Friday 7/9/2021**.

Timesheet 1 - June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5 College Closed	6 Timesheet 1 Due Date	7	8	9	10

Any fiscal year 2020 – 2021 timesheets that are not approved by 7/6/2021 will not be able to be submitted on PRAssist.

Timesheet 2 - July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7 Timesheet 2 Open	8	9 Timesheet 2 Due Date	10

If you have any questions, please email prassist.timeandleave@baruch.cuny.edu.

Office of Human Resources