



TEXAS SOUTHMOST COLLEGE

FY 2020-2021 Time Card Schedule Full Time Arrears

New hires starting 08/01/19 will be paid in Arrears.

	Payroll Period	Time Cards Due	HR Due Date	Pay Date	Holidays*
1	08/16/20 - 08/31/20	09/03/20	09/03/20	09/15/20	
2	09/01/20 - 09/15/20	09/18/20	09/18/20	09/30/20	Labor Day Sept 7
3	09/16/20 - 09/30/20	10/02/20	10/02/20	10/15/20	
4	10/01/20 - 10/15/20	10/19/20	10/19/20	10/30/20	
5	10/16/20 - 10/31/20	11/02/20	11/02/20	11/13/20	
6	11/01/20 - 11/15/20	11/16/20	11/16/20	11/30/20	
7	11/16/20 - 11/30/20	11/30/20	11/30/20	12/15/20	Thanksgiving Nov 25, 26 & 27
8	12/01/20 - 12/15/20	12/16/20	12/16/20	12/31/20	
9	12/16/20 - 12/31/20	01/04/21	01/04/21	01/15/21	Winter Break Dec 21-Jan 1
10	01/01/21 - 01/15/21	01/19/21	01/19/21	01/29/21	
11	01/16/21 - 01/31/21	02/02/21	02/02/21	02/12/21	
12	02/01/21 - 02/15/21	02/17/21	02/17/21	02/26/21	
13	02/16/21 - 02/28/21	03/02/21	03/02/21	03/15/21	Charro Days Feb 26
14	03/01/21 - 03/15/21	03/17/21	03/17/21	03/31/21	
15	03/16/21 - 03/31/21	03/31/21	03/31/21	04/15/21	Spring Break Mar 15-21
16	04/01/21 - 04/15/21	04/19/21	04/19/21	04/30/21	Semester Break April 2
17	04/16/21 - 04/30/21	05/04/21	05/04/21	05/14/21	
18	05/01/21 - 05/15/21	05/18/21	05/18/21	05/28/21	
19	05/16/21 - 05/31/21	06/02/21	06/02/21	06/15/21	Memorial Day May 31
20	06/01/21 - 06/15/21	06/17/21	06/17/21	06/30/21	
21	06/16/21 - 06/30/21	07/02/21	07/02/21	07/15/21	
22	07/01/21 - 07/15/21	07/19/21	07/19/21	07/30/21	Independence Day Jul 5
23	07/16/21 - 07/31/21	08/03/21	08/03/21	08/13/21	
24	08/01/21 - 08/15/21	08/17/21	08/17/21	08/31/21	

*Holidays may be subject to change