

Paychecks

Monthly paychecks are normally distributed on the first business day of the month for the previous month's work. Supplemental checks and pay for vouchered employees are distributed bimonthly. Any time there is an interruption in the normal monthly payroll process (such as beginning or ending employment in the middle of the month or being placed on leave without pay), a revised check will have to be prepared, which takes 3 to 4 weeks. **This may result in you receiving a late paycheck.**

You may have your paychecks directly deposited to your bank or credit union, or delivered to your department.