

2023 Banner Payroll Cut-Off and Pension File Approval Dates

| Pay Date | Pay Input Date | Payroll Cut-off | Pension file approval date |
|-----------|----------------|--|--|
| | | (12:00 pm deadline for last minute entry into Banner for current pay period) | (deadline for file to be approved by HR for FT file submission to Sunlife) |
| 30-Jan-23 | 26-Jan-23 | 19-Jan-23 | 26-Jan-23 |
| 27-Feb-23 | 23-Feb-23 | 16-Feb-23 | 23-Feb-23 |
| 30-Mar-23 | 28-Mar-23 | 21-Mar-23 | 28-Mar-23 |
| 27-Apr-23 | 25-Apr-23 | 18-Apr-23 | 25-Apr-23 |
| 30-May-23 | 26-May-23 | 19-May-23 | 26-May-23 |
| 29-Jun-23 | 27-Jun-23 | 20-Jun-23 | 27-Jun-23 |
| 28-Jul-23 | 26-Jul-23 | 19-Jul-23 | 26-Jul-23 |
| 30-Aug-23 | 28-Aug-23 | 21-Aug-23 | 28-Aug-23 |
| 28-Sep-23 | 26-Sep-23 | 19-Sep-23 | 26-Sep-23 |
| 30-Oct-23 | 26-Oct-23 | 19-Oct-23 | 26-Oct-23 |
| 29-Nov-23 | 27-Nov-23 | 20-Nov-23 | 27-Nov-23 |
| 21-Dec-23 | 19-Dec-23 | 13-Dec-23 | 19-Dec-23 |