

## AMSEC Summer 2021 Payroll Deadlines

Summer 2021 Pay Dates	Pay Period #	Pay for these Dates	Open your Web4U Timesheet (if you are working during the pay period)	Web4U Time Submission Deadline	Excel Timesheet Submission Deadline
7/10/2021	13	Jun 16 through Jun 30	by 5:00pm, Jun 25	11:59pm, Jun 30	8:00am, Jul 1
7/25/2021	14	Jul 1 through Jul 15	by 5:00pm, Jul 10	11:59pm, Jul 15	8:00am, Jul 16
8/10/2021	15	Jul 16 through Jul 31	by 5:00pm, Jul 25	11:59pm, Jul 31	8:00am, Aug 2
8/25/2021	16	Aug 1 through Aug 15	by 5:00pm, Aug 10	11:59pm, Aug 15	8:00am, Aug 16
9/11/2021	17	Aug 16 through Aug 31	by 5:00pm, Aug 25	11:59pm, Aug 31	8:00am, Sep 1
9/25/2021	18	Sep 1 through Sep 15	by 5:00 pm, Sep 11	11:59pm, Sep 15	8:00am, Sep 16

- **Open your timesheet in Web4U by the date in the purple column. This will let me know that you will be working during the pay period and will be submitting a timesheet.**
- **Submit your time online via Web4U by the time/date in the green column.**
- **E-mail your Excel timesheet to [Juliet.Barnes@wwu.edu](mailto:Juliet.Barnes@wwu.edu) and your faculty supervisor by the time/date in the blue column. Do not turn in your timesheet late.**