Schedule of Payroll Periods, Paydays & Holidays
Calendar Year 2003

Week Numbers	Payroll Period	Pay Day	Pay Number	Holiday Time Off & Notes	Holiday
1 - 2	Dec 29 - Jan 11	Jan 17	2	Wednesday (1 day)	New Year's Day (January 1)
3 - 4	Jan 12 - Jan 25	Jan 31	3	Monday (1 day)	Martin Luther King Day (January 20)
5 - 6	Jan 26 - Feb 8	Feb 14	4		
7 - 8	Feb 9 - Feb 22	Feb 28	5	Monday (1 day)	President's Day (February 17)
9 - 10	Feb 23 - Mar 8	Mar 14	6	* See Footnote*	
11 - 12	Mar 9 - Mar 22	Mar 28	7		Spring Break
13 - 14	Mar 23 - Apr 5	Apr 11	8		
15 - 16	Apr 6 - Apr 19	Apr 25	9		Last Pay before Graduation
17 - 18	Apr 20 - May 3	May 9	10	*See Footnote*	
19 - 20	May 4 - May 17	May 23	11		
21 - 22	May 18 - May 31	Jun 6	12	Monday (1 day)	Memorial Day (May 26)
23 - 24	Jun 1 - Jun 14	Jun 20	13		
25 - 26	Jun 15 - Jun 28	Jul 3	14	* Pay Day on Thursday*	
27 - 28	Jun 29 - July 12	Jul 18	15	Friday (1/2 day)	Independence Day (July 4) **
29 - 30	July 13 - July 26	Aug 1	16		
31 - 32	July 27 - Aug 9	Aug 15	17		
33 - 34	Aug 10 - Aug 23	Aug 29	18		
35 - 36	Aug 24 - Sept 6	Sept 12	19	Monday (1 day)	Labor Day (September 1)
37 - 38	Sept 7- Sept 20	Sept 26	20		
39 - 40	Sept 21 - Oct 4	Oct 10	21		
41 - 42	Oct 5 - Oct 18	Oct 24	22		
43 - 44	Oct 19 - Nov 1	Nov 7	23		
45 - 46	Nov 2 - Nov 15	Nov 21	24		
47 - 48	Nov 16 - Nov 29	Dec 5	25	Thurs. & Friday (1.5 days)	Thanksgiving (November 27)
49 - 50	Nov 30 - Dec 13	Dec 19	26	* See Footnote*	
51 - 52	Dec 14 - Dec 27	Jan 2	1	Wed. Noon - Friday (2 days)	Christmas (December 25) **

* Please plan to make special arrangements for this paycheck to ensure delivery of your check

** The 8 hours holiday time off for the 4th of July will be observed as following:

4 hrs applied to Friday, July 4.

4 hrs applied to Friday, Dec. 26