

Fiscal year 2020-2021 online self-reporting due dates

Online self-reporting is due via SOLAR online on the following dates by 10 a.m. If you did not work or take leave time, please remember to report No Leave Taken in Absence Management module.

- August 4 (July Pay Period: July 1-30)
- September 2 (August Pay Period: July 31-August 31)
- October 5 (September Pay Period: September 1 - 30)
- November 3 (October Pay Period: October 1-31)
- December 3 (November Pay Period: November 1 – December 1)
- January 5 (December Pay Period: December 2-December-31)
- February 3 (January Pay Period: January 1-31)
- March 3 (February Pay Period: February 1 – March 1)
- April 5 (March Pay Period: March 2-31)
- May 4 (April Pay Period: April 1-30)
- June 3 (May Pay Period: May 1-31)
- July 1 (June Pay Period: June 1-June 30)

Holiday pay should not be recorded until the end of the month. Please refer to the [Time and Labor Timesheet/Fact Sheet for Non-Student Employees](#).