

Summer 2017 Student Processing Dates

Dates	Action
May 10 th , 2017	Students return Summer Status Forms to hiring department
May 16 th , 2017	Work-Study students will be terminated
May 24 th , 2017	Departments enter transactions per Hourly Student Employee Summer Form
May 27 th , 2017	Graduating Students must be terminated
June 2 nd , 2017	Deadline for entering all Time & Labor attendance and absence data
June 5 th , 2017	HR will mass terminate all 1870s
August 2 nd , 2017	Hire students from 1874 -> 1870
August 4 th , 2017	HR will mass terminate all 1874s
August 23 rd , 2017	First day of 2017 Fall Semester

If you have any questions, please contact your HR Operations Analyst:

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