FISCAL YEAR END 2021 Fact Sheet

Payroll

Department Use: For use by departments in the timely processing of transactions. Situations may occur that require processing outside of the dates listed below. Please consult your division’s finance department or payroll services at trish.muir@UND.edu for additional guidance.

July 15th Payday (Pay period June 16-30)
- Salary and all fringes will be accrued back to FY21
- The salary and fringes backdated to FY21 excludes the health insurance expense. The health insurance expense is posted to FY22, not FY21

July 31st Payday (Pay period July 1-15)
- Salary and all fringes will be charged to FY22

Reminders:
- All appointments will crossover to the next fiscal year
- Salary increases for single occupant positions will also crossover to the new fiscal year
- Pool positions will NOT crossover to the new fiscal year, and new payroll forms must be completed. If the salary funding was not made in the budget module, payroll forms will need to be completed

July 01  Retroactive adjustments are strongly discouraged. This is the last day to submit any FY21 retroactive adjustments to be processed

July 08  Review registers for PPE 6/30 (final payroll for FY21)

July 12  Confirm PPE 6/30 (final payroll for FY21)