

FISCAL YEAR END 2023 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 Chief Business Officer or payroll services at trish.muir@UND.edu for additional guidance.

July 14 Payday (Pay period June 16-30)

- Salary and all fringes will be accrued back to FY23
- The salary and fringes backdated to FY23 excludes the health insurance expense. The health insurance expense is posted to FY24, not FY23

July 31 Payday (Pay period July 1-15)

- Salary and all fringes will be charged to FY24

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
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June 30 Retroactive adjustments are strongly discouraged. This is the last day to submit any FY23 retroactive adjustments to be processed.

July 10 Review registers for PPE 6/30 (final payroll for FY23).

July 11 Confirm PPE 6/30 (final payroll for FY23).