

LCTCS 2023 Payroll Calendar for Web Time						
Employees must submit electronic timesheets to approvers for approval by the input deadline by 9:00am						
Approvers/Proxies have until 12:00pm deadline date to approve the hours.						
Pay Date						
Pay Period	Begin Date	End Date	Input Deadline	Deadline	Insurance Month	Check Date
1	12/26/2023	01/08/2023	01/06/2023	01/06/2023		01/13/2023
2	01/09/2023	01/22/2023	01/20/2023	01/20/2023	February	01/27/2023
3	01/23/2023	02/05/2023	02/03/2023	02/03/2023		02/10/2023
4	02/06/2023	02/19/2023	02/17/2023	02/17/2023	March	02/24/2023
5	02/20/2023	03/05/2023	03/03/2023	03/03/2023		03/10/2023
6	03/06/2023	03/19/2023	03/17/2023	03/17/2023	April	03/24/2023
7	03/20/2023	04/02/2023	03/31/2023	03/31/2023		04/07/2023
8	04/03/2023	04/16/2023	04/14/2023	04/14/2023	May	04/21/2023
9	04/17/2023	04/30/2023	02/28/2023	02/28/2023		05/06/2023
10	05/01/2023	05/14/2023	05/12/2023	05/12/2023	June	05/19/2023
11	05/15/2023	05/28/2023	*05/25/2023	*05/25/2023		06/02/2023
12	05/29/2023	06/11/2023	06/09/2023	06/09/2023	July	06/16/2023
13	06/12/2023	06/25/2023	06/23/2023	06/23/2023	FREE	06/30/2023
14	06/26/2023	07/09/2023	07/07/2023	07/07/2121	August	07/14/2023
15	07/10/2023	07/23/2023	07/21/2023	07/21/2023		07/28/2023
16	07/24/2023	08/06/2023	08/04/2023	08/04/2023		08/11/2023
17	08/07/2023	08/20/2023	08/18/2023	08/18/2023	September	08/25/2023
18	08/21/2023	09/03/2023	*08/31/2023	*08/31/2023		09/08/2023
19	09/04/2023	09/17/2023	09/15/2023	09/15/2023	October	09/22/2023
20	09/18/2023	10/01/2023	09/29/2023	09/29/2023		10/06/2023
21	10/02/2023	10/15/2023	10/13/2023	10/13/2023	November	10/20/2023
22	10/16/2023	10/29/2023	10/27/2023	10/27/2023		11/03/2023
23	10/30/2023	11/12/2023	11/10/2023	11/10/2023	December	11/17/2023
24	11/13/2023	11/26/2023	*11/22/2023	*11/22/2023		12/01/2023
25	11/27/2023	12/10/2023	**12/07/2023	**12/07/2023	January	12/15/2023
26	12/11/2023	12/24/2023	**12/14/2023	**12/14/2023	FREE	12/29/2023

*Indicate payroll processing will begin early due to a holiday.

**Subject to change