

## UW-Whitewater 2012 Classified/Student Payroll Calendar and Deduction Listing

Pay Period	Pay Period Dates	Check Payable	CLASSIFIED INSURANCE DEDUCTIONS		
			See Below**	Income Cont. Ins.	State Group Life
			Coverage Month	Coverage Month	Coverage Month
Dec C-11	12/18/2011 -12/31/2011	01/12/2012			
Jan A	01/01/2012 - 01/14/2012	01/26/2012	February	January	
Jan B	01/15/2012 - 01/28/2012	02/09/2012			February
Feb A	01/29/2012 - 02/11/2012	02/23/2012	March	February	
Feb B	02/12/2012 - 02/25/2012	03/08/2012			March
Mar A	02/26/2012 - 03/10/2012	03/22/2012	April	March	
Mar B	03/11/2012 - 03/24/2012	04/05/2012			April
Apr A	03/25/2012 - 04/07/2012	04/19/2012	May	April	
Apr B	04/08/2012 - 04/21/2012	05/03/2012			May
May A	04/22/2012 - 05/05/2012	05/17/2012	June	May	
May B	05/06/2012 - 05/19/2012	05/31/2012			June
Jun A	05/20/2012 - 06/02/2012	06/14/2012	July	June	
Jun B	06/03/2012 - 06/16/2012	06/28/2012			July
Jun C	06/17/2012 - 06/30/2012	07/12/2012			
Jul A	07/01/2012 - 07/14/2012	07/26/2012	August	July	
Jul B	07/15/2012 - 07/28/2012	08/09/2012			August
Aug A	07/29/2012 - 08/11/2012	08/23/2012	September	August	
Aug B	08/12/2012 - 08/25/2012	09/06/2012			September
Sep A	08/26/2012 - 09/08/2012	09/20/2012	October	September	
Sep B	09/09/2012 - 09/22/2012	10/04/2012			October
Oct A	09/23/2012 - 10/06/2012	10/18/2012	November	October	
Oct B	10/07/2012 - 10/20/2012	11/01/2012			November
Nov A	10/21/2012 - 11/03/2012	11/15/2012	December	November	
Nov B	11/04/2012 - 11/17/2012	11/29/2012			December
Dec A	11/18/2012 - 12/01/2012	12/13/2012	January	December	
Dec B	12/02/2012 - 12/15/2012	12/27/2012			January
Dec C	12/16/2012 - 12/29/2012	01/10/2013			

\*\*Health, UW Employees Life, AD&D, Individual & Family Life, Epic Major Medical, Anthem Dental, Dental Wisconsin & VSP Vision

\*\*\*Timesheets are due by 9 a.m. on payday unless otherwise notified. Any corrections should be e-mailed to [caser@uww.edu](mailto:caser@uww.edu) by 10 a.m. Monday morning.

# LEGAL HOLIDAY LISTING 2012

Holiday	When Observed
January 1, New Year's Day	Monday, January 2
Third Monday in January, Martin Luther King Jr. Day	Monday, January 16
Last Monday in May, Memorial Day	Monday, May 28
July 4, Independence Day	Wednesday, July 4
First Monday in September, Labor Day	Monday, September 3
Fourth Thursday in November, Thanksgiving	Thursday, November 22
December 24, Christmas Eve	Monday, December 24
December 25, Christmas	Tuesday, December 25
December 31, New Year's Eve	Monday, December 31

**Note: 2012 is a leap year with the addition of Wednesday, February 29, 2012.**

## Classified Use of Floating Holiday Time

Floating holiday time can be used any time during the calendar year in which it is earned. January 1 Floating Holiday cannot be used until the year it is earned. If used before the holiday occurs, the balance will appear as a negative number on the earnings statement and in the leave accounting system. Legal and floating holiday hours should be used in the calendar year in which they are granted. There are no provisions that allow classified employees to carryover floating holiday time into the next calendar year. Thus, individuals should use their floating holiday time before using vacation time.

To qualify for any paid holiday, employees must work or be in pay status on the last scheduled workday immediately preceding or the first scheduled workday immediately following the holiday.