

Compensatory Time Entry Schedule 2024

Pay Period Number	Pay Period Entry Dates	Comp Earned Dates:	Timekeeper Entry Start Date	Timekeeper & Approver Due Date
13	January 1-15	December 1-31, 2023	12/15/2023	1/3/2023
14	January 16-31	January 1-15, 2024	1/9/2024	1/17/2024
15	February 1-15	January 16-31	01/26	02/02
16	February 16-28	February 1-15	02/12	02/19
17	March 1-15	February 16-28	02/26	03/04
18	March 16-31	March 1-15	03/12	03/19
19	April 1-15	March 16-31	03/26	04/02
20	April 16-30	April 1-15	04/10	04/17
21	May 1-15	April 16-30	04/25	05/02
22	May 16-31	May 1-15	05/10	05/17
23	June 1-15	May 16-31	05/28	06/04
24	June 16-30	June 1-15	06/11	06/18
1	July 1-15	June 16-30	06/26	07/02
2	July 16-31	July 1-15	07/11	07/17
3	August 1-15	July 16-31	07/29	08/02
4	August 16-31	August 1-15	08/12	08/16
5	September 1-15	August 16-31	08/28	09/04
6	September 16-30	September 1-15	09/11	09/17
7	October 1-15	September 16-30	09/26	10/02
8	October 16-31	October 1-15	10/11	10/17
9	November 1-15	October 16-31	10/26	11/04
10	November 16-30	November 1-15	11/13	11/19
11	December 1-15	November 16-30	11/27	12/04
12	December 16-31	December 1-15, 2024 **Comp time earned in December cannot be entered in Banner until January 2025.		

This schedule is subject to revisions if needed during the year.