

2024 Calendar for "ExemptTime" Employees (EHRA & SHRA-Exempt)

Leave report	Submission deadline	Holiday(s)	Approval deadline	Payroll month
DEC '23	Saturday, December 31	December 25-28	Tuesday, January 2	January
JANUARY	Wednesday, January 31	January 1 & 15	Friday, February 2	February
FEBRUARY	Thursday, February 29		Saturday, March 2	March
MARCH	Sunday, March 31		Tuesday, April 2	April
APRIL	Tuesday, April 30		Thursday, May 2	May
MAY	Friday, May 31	May 27	Sunday, June 2	June
JUNE	Sunday, June 30		Tuesday, July 2	July
JULY	Wednesday, July 31	July 4	Friday, August 2	August
AUGUST	Saturday, August 31		Monday, September 2	September
SEPTEMBER	Monday, September 30	September 2	Wednesday, October 2	October
OCTOBER	Thursday, October 31		Saturday, November 2	November
NOVEMBER	Saturday, November 30	November 27-29	Monday, December 2	December
DECEMBER	Tuesday, December 31	December 24-27	Thursday, January 2	Jan '25
Questions?	https://payroll.unca.edu/employment-services/leave-reporting/exempt-time/			