2024 "SmartTime" Calendar for SHRA [Non-Exempt] Employees

Payroll month	SB	Leave report start date	Leave report end date	Holiday(s) in this period	Submission deadline (11:59 PM)	Approval deadline (5 PM)	CompTime/Leave taken & accrued thru:		Leave accrual month	View balance in OnePort
JAN	SB26	12/4/23	12/17/23		12/17/23	12/19/23	DEC 4	DEC 31	January	January 25
	SB 01	12/18/23	12/31/23	December 25-28	12/31/23	1/3/23				
FEB	SB 02	1/1/24	1/14/24	January 1	1/14/24	1/16/24	JAN 1	FEB 11	February	February 25
	SB 03	1/15/24	1/28/24	January 15	1/28/24	1/30/24				
	SB 04	1/29/24	2/11/24		2/11/24	2/13/24				
MAR	SB 05	2/12/24	2/25/24		2/25/24	2/27/24	FEB 12	MAR 10	March	March 25
	SB 06	2/26/24	3/10/24		3/10/24	3/12/24				
APR	SB 07	3/11/24	3/24/24		3/24/24	3/26/24	MAR 11	APR 7	April	April 25
	SB 08	3/25/24	4/7/24		4/7/24	4/9/24				
MAY	SB 09	4/8/24	4/21/24		4/21/24	4/23/24	APR 8	MAY 5	May	May 25
	SB 10	4/22/24	5/5/24		5/5/24	5/7/24				
JUN	SB 11	5/6/24	5/19/24		5/19/24	5/21/24	MAY 6	JUN 2	June	June 25
	SB 12	5/20/24	6/2/24	May 27	6/2/24	6/4/24				
JUL	SB 13	6/3/24	6/16/24		6/16/24	6/18/24	JUN 3	JUN 30	July	July 25
	SB 14	6/17/24	6/30/24		6/30/24	7/2/24				
AUG	SB 15	7/1/24	7/14/24	July 4	7/14/24	7/16/24	JUL 1	AUG 11	August	August 25
	SB 16	7/15/24	7/28/24		7/28/24	7/30/24				
	SB 17	7/29/24	8/11/24		8/11/24	8/13/24				
SEP	SB 18	8/12/24	8/25/24		8/25/24	8/27/24	AUG 12	SEP 8	September	September 25
	SB 19	8/26/24	9/8/24	September 2	9/8/24	9/10/24				
OCT	SB 20	9/9/24	9/22/24		9/22/24	9/24/24	SEP 9	OCT 6	October	October 25
	SB 21	9/23/24	10/6/24		10/6/24	10/8/24				
NOV	SB 22	10/7/24	10/20/24		10/20/24	10/22/24	OCT 7	NOV 3	November	November 25
	SB 23	10/21/24	11/3/24		11/3/24	11/5/24				
DEC	SB 24	11/4/24	11/17/24		11/17/24	11/19/24	NOV 4	DEC 1	December	December 20
	SB 25	11/18/24	12/1/24	November 27-29	12/1/24	12/3/24				
JAN '25	SB 26	12/2/24	12/15/24		12/15/24	12/17/24	DEC 2	DEC 29	Jan '25	Jan 25, 2025
	SB 01	12/16/24	12/29/24	December 24-27	12/29/24	1/4/23				

https://payroll.unca.edu/employment-services/leave-reporting/smart-time/