

STEPS Temporary Employment Payroll Schedule

January – December 2023

Time should be submitted for approval by the last Friday of the pay period. We strongly encourage STEPS employees to check myUK (ESS) on the Tuesday morning prior to pay day Friday to verify hours are correct. Direct deposit is mandatory. Please maintain a current address in myUK.

Please check out our STEPS Payroll Website to learn more about our electronic timekeeping system (Fieldglass.net): <https://www.uky.edu/hr/steps-time-entry>

If you have any payroll questions please contact our office at 859-257-9555 option 2.

Payroll Period Dates	Date Paid	Payroll Period Dates	Date Paid
BW01 12/18 – 12/31	01/06/23	BW14 06/18 – 07/01	07/07/23
BW02 01/01 – 01/14	01/20/23	BW15 07/02 – 07/15	07/21/23
BW03 01/15 – 01/28	02/03/23	BW16 07/16 – 07/29	08/04/23
BW04 01/29 – 02/11	02/17/23	BW17 07/30 – 08/12	08/18/23
BW05 02/12 – 02/25	03/03/23	BW18 08/13 – 08/26	09/01/23
BW06 02/26 – 03/11	03/17/23	BW19 08/27 – 09/09	09/15/23
BW07 03/12 – 03/25	03/31/23	BW20 09/10 – 09/23	09/29/23
BW08 03/26 – 04/08	04/14/23	BW21 09/24 – 10/07	10/13/23
BW09 04/09 – 04/22	04/28/23	BW22 10/08 – 10/21	10/27/23
BW10 04/23 – 05/06	05/12/23	BW23 10/22 – 11/04	11/09/23
BW11 05/07 – 05/20	05/26/23	BW24 11/05 – 11/18	11/24/23
BW12 05/21 – 06/03	06/09/23	BW25 11/19 – 12/02	12/08/23
BW13 06/04 – 06/17	06/23/23	BW26 12/03 – 12/16	12/22/23