**Payroll Schedule Changes are Here!**

Effective in July 2021, UW System moved employees on the monthly payroll schedule to the biweekly payroll schedule. By now, hopefully you have reviewed your personal situation to prepare for this change as you return for the upcoming academic year. If you haven’t, it’s not too late!

For academic year contracts beginning between August 15 and August 28, 2021, you can expect a first biweekly paycheck date of September 9, 2021. For academic year contracts beginning August 29, 2021, or later, you can expect a first biweekly paycheck date of September 23, 2021.

Remember, since your paychecks will now be issued on a biweekly basis, each paycheck will be approximately half the amount of your former monthly paychecks. The amount of your biweekly paychecks will further depend on your individual circumstances such as salary, work percentage, payroll deductions and contract specifics.

If you have not yet reviewed the resources available to you, you are strongly encouraged to do so now before your first academic year paycheck.

**Resources**

The [Single Payroll resources web page](https://uwservice.wisconsin.edu/single-payroll) includes frequently asked questions, budget planning information, 2021 payroll schedules and other helpful resources.

* [Update Contributions and Withholdings](https://uwservice.wisconsin.edu/single-payroll#contribution)

With the biweekly paycheck schedule, you will receive 20 paychecks a year instead of 12. For certain contributions and withholdings (for example, Tax-Sheltered Annuity (TSA), Wisconsin Deferred Compensation (WDC), tax withholding), with the payroll change your contributions and withholdings could be more than you intended (potentially doubled). To avoid having more deducted than you intended, review this resource to help you recalculate and take action to change the amount deducted from each paycheck.

* [Pay Date Models](https://uwservice.wisconsin.edu/single-payroll.php#models)

Pay Date Models allow you to enter your annual salary to calculate the gross earnings by pay date.

* [Paycheck Estimator](https://uwservice.wisconsin.edu/docs/calculators/paycheck-estimator.xlsx)

This tool is designed to provide financial planning assistance associated with the schedule change.

* [2021 Payroll Schedules](https://uwservice.wisconsin.edu/docs/publications/pay-uncl-bw-calendars-2021.pdf)

This resource provides you with the new biweekly payroll schedule.

* Slides and videos from previously held Single Payroll Town Hall Meetings are available on the [Single Payroll resources web page](https://uwservice.wisconsin.edu/single-payroll).

**Questions?**

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Sincerely,

UW System Human Resources