



Ranger College
Business Office
1240 College Circle
Ranger, TX 76470

Payroll Periods

Ranger College 2023-2024 Payroll Schedule		
Beginning Pay Period	Ending Pay Period	Payroll Date
08/10/2023	09/09/2023	09/25/2023
09/10/2023	10/09/2023	10/25/2023
10/10/2023	11/09/2023	11/17/2023
11/10/2023	12/09/2023	12/15/2023
12/10/2023	01/09/2024	01/25/2024
01/10/2024	02/09/2024	02/23/2024
02/10/2024	03/09/2024	03/25/2024
03/10/2024	04/09/2024	04/25/2024
04/10/2024	05/09/2024	05/23/2024
05/10/2024	06/09/2024	06/25/2024
06/10/2024	07/09/2024	07/25/2024
07/10/2024	08/09/2024	08/23/2024

Termination Pay

When an employee is terminated from the payroll on a day that is not the end of a payroll period, they will be paid from the end date of the previous payroll period to the date of termination. The employee's pay will be prorated by finding the hourly rate from the annual salary of the employee and multiplying it by the number of hours worked, including holidays, in the current pay period.

First Payroll after Hiring

When an employee begins work on a day that is not the start of a payroll period, they will be paid a prorated amount. This amount will be calculated by finding the hourly rate and multiplying it by the number of hours worked in the current pay period.

Timesheets

Time sheet dates must use the payroll cut-off date of the 9th of every month. The supervisor must approve time sheets the very next working morning for timely payroll processing.