

# News release

From Human Resources & Finance

22 October 2013

## Polite reminder: Payroll deadlines

In order to process the payroll in time and to ensure that our staff are paid correctly, the University has a monthly payroll deadline detailed in the timetable below.

- [Payroll & pensions monthly timetable](#)

Any payment information received after the deadline will be processed in the following month's payroll.

Thank you for your cooperation and any queries can be directed to [a member of the Payroll team](#).