

TRITON COLLEGE BOARD POLICY

BOARD OF TRUSTEES, DISTRICT 504

BUSINESS SERVICES

DETERMINATION OF PAY PERIODS

POLICY 3212
ADOPTED: 06/25/91
AMENDED: 11/20/01
AMENDED: 12/20/16

A schedule of pay periods for the fiscal year shall be provided by the Triton College Payroll Office. The College requires that all employees set up a direct deposit account with the Payroll Office. Such pay periods shall be every other Friday unless that Friday is a holiday, in which case pay checks shall be direct deposited one banking day earlier.