

2022 BP Logix Approval Deadlines

Deadline for full approval*	Pay Period Dates	Pay Date
04/13/2022	04/10/2022 – 04/23/2022	05/05/2022
04/27/2022	04/24/2022 – 05/07/2022	05/19/2022
05/11/2022	05/08/2022 – 05/21/2022	06/02/2022
05/25/2022	05/22/2022 – 06/04/2022	06/16/2022
06/08/2022	06/05/2022 – 06/18/2022	06/30/2022
06/22/2022	06/19/2022 – 07/02/2022	07/14/2022
07/06/2022	07/03/2022 – 07/16/2022	07/28/2022
07/20/2022	07/17/2022 – 07/30/2022	08/11/2022
08/03/2022	07/31/2022 – 08/13/2022	08/25/2022
08/17/2022	08/14/2022 – 08/27/2022	09/08/2022
08/31/2022	08/28/2022 - 09/10/2022	09/22/2022
09/14/2022	09/11/2022 - 09/24/2022	10/06/2022
09/28/2022	09/25/2022 - 10/08/2022	10/20/2022
10/12/2022	10/09/2022 - 10/22/2022	11/03/2022
10/26/2022	10/23/2022 - 11/05/2022	11/17/2022
11/09/2022	11/06/2022 - 11/19/2022	12/01/2022
11/23/2022	11/20/2022 - 12/03/2022	12/15/2022
12/07/2022	12/04/2022 - 12/17/2022	12/29/2022

Human Resources

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***Deadline for full submission/approval:** If transaction is not fully approved through all levels of leadership, budget and HR by this deadline, the transaction may not be paid/updated by the specified date. Student requests do not go through as many levels of approval, however those must also be received for HR processing by the deadline indicated.

BP Logix requestors have the ability to view where each submission is in the approval/processing chain so they can track progress and follow-up with appropriate parties as needed.

Due dates are subject to change. The online version of this deadline calendar will be updated accordingly.

Updated 4/22/2022

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