



Maryanne Vigneaux/Lib  
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To Maryanne Vigneaux/Lib@SUNYSB  
cc  
bcc F.Jason Torre/Lib  
Subject Library Bulletin, November 9, 2001, Number 1231

**TO: All Student Assistant and Work Study Supervisors**

**FROM: Student Payroll**

**SUBJECT: Timesheet Deadline for Payroll # 17**

For your convenience, due to the Thanksgiving holiday, the **deadline for timesheet submission to Human Resource Services for payroll # 17 has been extended to Monday, November 26, 2001 at 9 a.m.**

Timesheets may be submitted prior to November 26, 2001 **only if the student has completed his /her assignments for that pay period . The timesheet MUST NOT be submitted prior to the student completing his/her shift.**

**Thank you and enjoy your Holiday .**