

Sussex County Community College
Policy No.: 200.40
Area: Human Resources
Re-Adopted: April 27, 2021

200.40 Pay Procedures Policy

PURPOSE OF THE POLICY

To provide the frequency and method of payment for employees of Sussex County Community College (“College”).

GENERAL STATEMENT OF PAY PROCEDURES POLICY

The College payroll is electronically deposited on the fifteenth and the last day of each month. If the pay date falls on a weekend, holiday or date the College is scheduled to be closed, the deposit will be made on the previous workday.