

Flexible Choices
Non-Payroll Reimbursement Request Deadlines
 Calendar Year 2023

The deadline for getting Non-Payroll Reimbursements to Transition II is 12:00 (noon) on the last Thursday of every pay-period.

- Please note: Deadline dates for the holidays have been moved up. Please pay attention to the highlighted dates.
- **Receipts for the 2022-2023 fiscal year must be turned in no later than 12:00 (noon) on Thursday, 6/22/2023, as indicated below.**

Pay Period Dates	Non-Payroll Reimbursement Requests must be received by Transition II by this date:	Pay Date
Sunday - Saturday	Thursday	Friday
12/25/22 - 1/7/23	1/5/2023	1/13/2023
1/8/23 - 1/21/23	1/19/2023	1/27/2023
1/22/23 - 2/4/23	2/2/2023	2/10/2023
2/5/23 - 2/18/23	2/16/2023	2/24/2023
2/19/23 - 3/4/23	3/2/2023	3/10/2023
3/5/23 - 3/18/23	3/16/2023	3/24/2023
3/19/23 - 4/1/23	3/30/2023	4/7/2023
4/2/23 - 4/15/23	4/13/2023	4/21/2023
4/16/23 - 4/29/23	4/27/2023	5/5/2023
4/30/23 - 5/13/23	5/11/2023	5/19/2023
5/14/23 - 5/27/23	5/25/2023	6/2/2023
5/28/23 - 6/10/23	6/8/2023	6/16/2023
6/11/23 - 6/24/23	6/22/2023 (Fiscal Year End)	6/30/2023
6/25/23 - 7/8/23	7/6/2023	7/14/2023
7/9/23 - 7/22/23	7/20/2023	7/28/2023
7/23/23 - 8/5/23	8/3/2023	8/11/2023
8/6/23 - 8/19/23	8/17/2023	8/25/2023
8/20/23 - 9/2/23	8/31/2023	9/8/2023
9/3/23 - 9/16/23	9/14/2023	9/22/2023
9/17/23 - 9/30/23	9/28/2023	10/6/2023
10/1/23 - 10/14/23	10/12/2023	10/20/2023
10/15/23 - 10/28/23	10/26/2023	11/3/2023
10/29/23 - 11/11/23	11/9/2023	11/17/2023
11/12/23 - 11/25/23	Thanksgiving Week Tuesday, 11/21/2023	12/1/2023
11/26/23 - 12/9/23	12/7/2023	12/15/2023
12/10/23 - 12/23/23	12/21/2023	12/29/2023
12/24/23 - 1/6/24	1/4/2024	1/12/2024