

When do my shifts need to be submitted and approved to get paid?

The submission deadlines for payment of eTime for each pay period are as follows:

Submitted to circle by 11:59 PM on the Monday after the pay period ends

Approved by circle by 11:59 PM on the Wednesday after the pay period ends

Final deadline for approval is 12:00 PM on the Friday after the pay period ends



🕒 Revision #3

★ Created Thu, Jul 23, 2020 9:33 PM by [Admin](#)

✎ Updated Mon, Jul 24, 2023 6:51 PM by [Admin](#)