

**Subject:** Instant HR & Payroll: Important Semi-Monthly Payday Information, Summer Discounts, Faculty/Staff Book Scholarship  
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**Attachments:** image001.png, image002.png, image003.png, image004.png, image005.png, image006.png

## Instant HR & Payroll

We have two ways you and your colleagues can save money! Check out this Instant HR & Payroll for great summer vacation discount information. Also, encourage your colleagues, who are enrolled in classes, to apply to the 2018 Faculty/Staff Book Scholarship.

### Important Semi-Monthly Payday Information

#### Important Semi-Monthly Payday Information

We want to make sure you and your colleagues are aware of the yearly one-time change to the semi-monthly payday. **The semi-monthly payday, for the pay period June 10-June 24, is Monday, July 2, 2018.**

#### Notes:

- The state requires the payday for the June 10-June 24 pay period to fall on the first business day in July which, this year, is **Monday, July 2**.
- We encourage you to check any personal auto-payments you may have to reflect the July 2 pay date.
- The Commonwealth's pay and holiday calendar **is available on their website.**
- The Mason pay schedules are posted on the **[HR & Payroll website.](#)**

If you have questions, please contact HR & Payroll at 703-993-2600 or [payroll@gmu.edu](mailto:payroll@gmu.edu).

[Learn More](#)

### 2018 Faculty/Staff Book Scholarship

The deadline for the 2018 faculty/staff book scholarship is approaching but there is still time to apply! Mason is offering a competitive \$250 book scholarship for faculty and staff enrolled in a degree or graduate certificate program at Mason. The application deadline is **Friday, June 15.**

For details and **to apply**, please visit the Faculty/Staff Book Scholarship [web page](#).

Questions? Please contact Beth Baroody at 3-2739.

[Learn More](#)

## Summer Discounts!

Are you or your colleagues planning a summer vacation? Don't forget to use [the discounts you receive as a state employee!](#) There are great discounts for summer activities such as:

- [Kings Dominion](#)
- [Sandy River Outdoor Adventure](#)
- [Colonial Williamsburg](#)

Find all the state discounts [on the DHRM website](#) and discover more discounts [on My Mason HR website](#).

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*For a legend of the header icons, [visit the Instant HR & Payroll legend page](#).*

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