TIME SUBMISSION DEADLINE:

10:00 AM on Monday of pay week

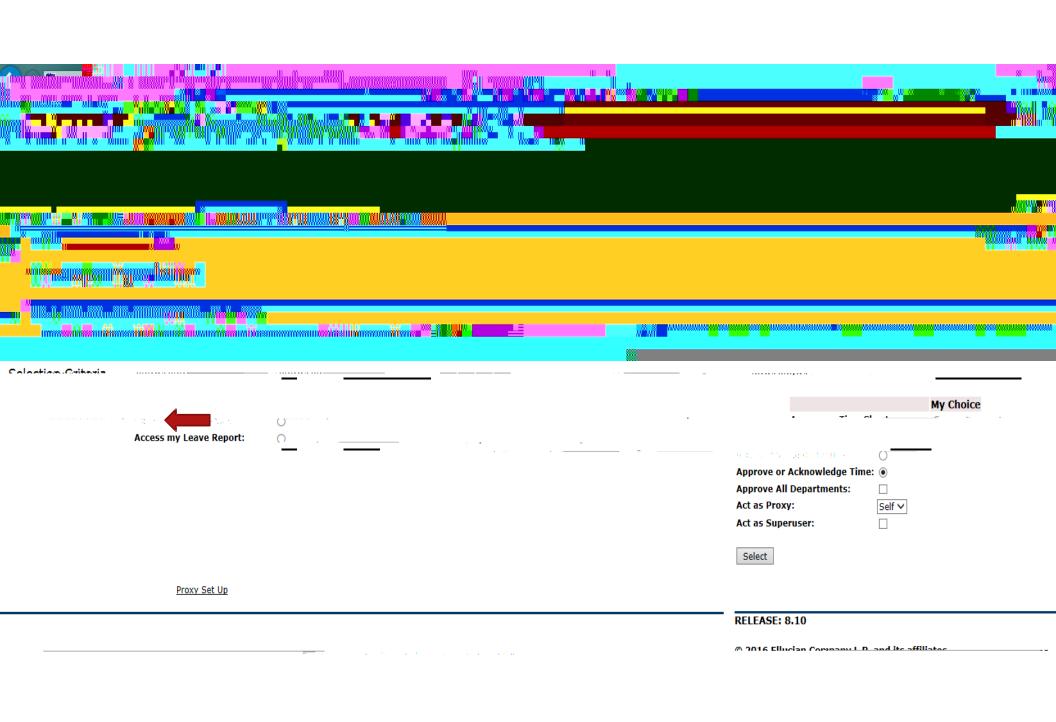


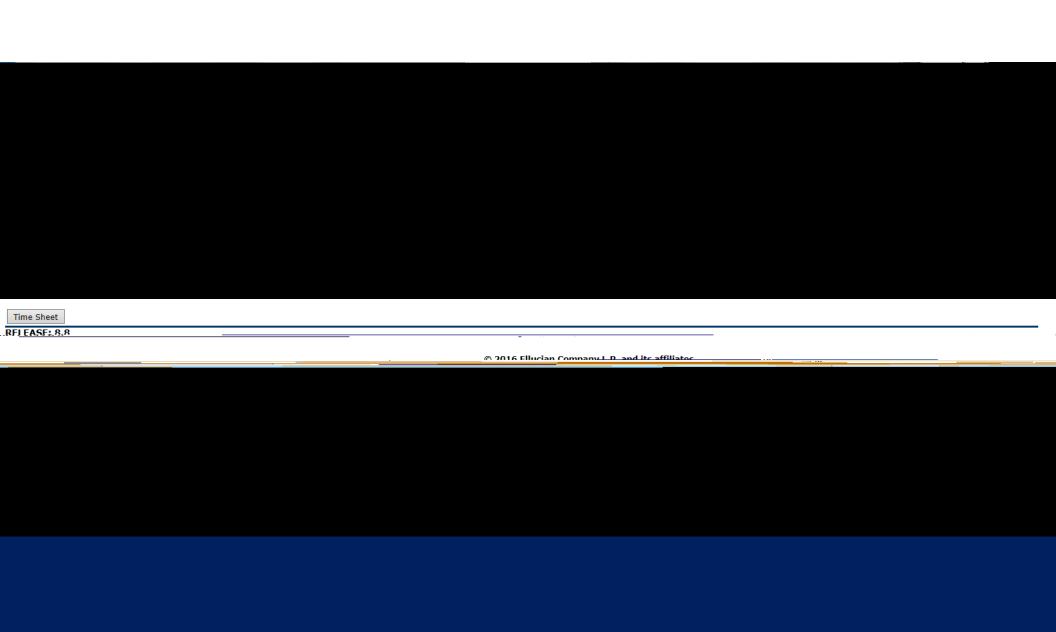


Once logged into PAWS, you should have a menu similar



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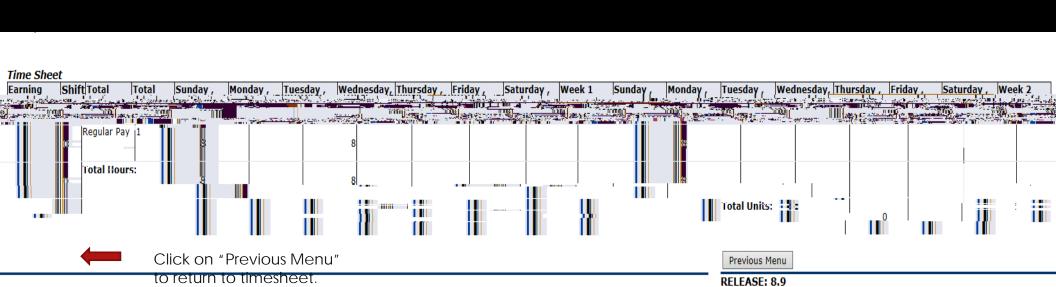


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Vacation



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Contact Payroll at 460-7868, or payroll@southalabama.edu should you need assistance.

When e-mailing, be sure to include your J number and name in the text of the e-mail.