

Important Dates for ASE/GSR 1/1/2019 Appointments

ON-TIME PAYMENT



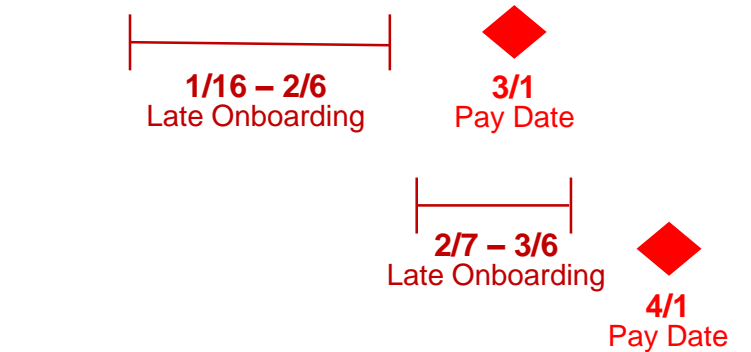
In order to get paid on 2/1/2019, onboarding must be completed no later than **1/15/2019**.



DELAYED PAYMENT & FEE REMISSIONS



Onboarding completed after **1/15/2019** will delay receiving pay and Fee Remissions.



CRITICAL DATES

- HCM entry: 1/15 – 1/18
- Payroll cutoff: 1/18 (*Date may change*)

I-9 COMPLIANCE

To be I-9 compliant, work cannot start until onboarding is complete.

Onboarding Dates for ASE/GSR 1/1/2019 Appointments

HOW TO ONBOARD

- **IMPORTANT:** Completing onboarding after **1/15/18** will impact your access, pay & benefits.
- Link to schedule an onboarding session: <https://tinyurl.com/y8t5thmt>
- Please contact onboarding@Berkeley.edu if you have any questions or need alternative dates.

NOV																													
Th 1	F 2	S 3	S 4	M 5	T 6	W 7	Th 8	F 9	S 10	S 11	M 12	T 13	W 14	Th 15	F 16	S 17	S 18	M 19	T 20	W 21	Th 22	F 23	S 24	S 25	M 26	T 27	W 28	Th 29	F 30
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FEB																											
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- Onboarding
- Last day to onboard in order to receive pay on 2/1
- H Holiday