

**From:** [Mailing list of Rider Staff for UC](#) on behalf of [Human Resources](#)  
**To:** [RIDERSTAFF-L@LISTSERV.RIDER.EDU](mailto:RIDERSTAFF-L@LISTSERV.RIDER.EDU)  
**Subject:** Payroll Process Update  
**Date:** Friday, June 3, 2022 11:15:50 AM  
**Attachments:** [Rider Logo.png](#)

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As communicated earlier this year, Rider entered into an agreement with ADP to be the University's new payroll partner.

This partnership will result in the end of paper timesheets and the manual process of recording time to be replaced with a new digital solution.

Much progress has been made since the January announcement. Implementation is almost complete.

Depending on your pay group, the 'go live' date will be in either July or August. This includes both the transition to electronic recording of time as well as the consolidation of payrolls:

- Those who are paid on a monthly basis will be paid two times a month
- Those who are paid semi-monthly will move to a bi-weekly schedule (every two weeks)
- Those who are paid bi-weekly will continue to be paid on a bi-weekly basis

Next week, you will receive communication which includes details of this transition as well as information on training sessions. Please pay special attention to that communication as this transition may have an effect on your withholdings.

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