

2016-2017 (SY 2017) Employment Information System (EIS) Key Dates	
DUE DATE	DATA ITEM(S)
Friday, September 16, 2016	Data entry begins for: 5Essentials Survey email addresses; EIS Employment and Position records; Noncertified Staff aggregated FTE counts
Tuesday, November 1, 2016	5Essentials Survey email addresses
	Employment and Position records
	Noncertified Staff aggregated FTE counts
Update by: May 15, 2017 {for EDEN C059 Staff FTE file}	Employment and Position records
	Noncertified Staff aggregated FTE counts
Tuesday, August 1, 2017	Evaluations
Friday, September 1, 2017	<b>FINAL</b> Employment/Position (any necessary updates and corrections) and Salary data (including Benefits data, if applicable)