

BIWEEKLY STAFF & STUDENT PAYROLL SUBMISSION SCHEDULE FOR 2025

	ACCRUAL	Staff	Student	FRIDAY	FRIDAY
	INDICATOR	Bi-Weekly	Bi-Weekly	Biweekly	Student
Pay Ending Dates		Pay Date	Pay Date	Time card Submission Date	Time sheet Submission Date
5-Jan		9-Jan	10-Jan	3-Jan	3-Jan
19-Jan	R	23-Jan	24-Jan	17-Jan	17-Jan
2-Feb		6-Feb	7-Feb	31-Jan	31-Jan
16-Feb	R	20-Feb	21-Feb	14-Feb	14-Feb
2-Mar		6-Mar	7-Mar	28-Feb	28-Feb
16-Mar		20-Mar	21-Mar	14-Mar	14-Mar
30-Mar	R	3-Apr	4-Apr	28-Mar	28-Mar
13-Apr		17-Apr	17-Apr	11-Apr	11-Apr
27-Apr	R	1-May	2-May	25-Apr	25-Apr
11-May		15-May	16-May	9-May	9-May
25-May	R	29-May	30-May	23-May	23-May
8-Jun		12-Jun	13-Jun	6-Jun	6-Jun
22-Jun	R	26-Jun	27-Jun	20-Jun	20-Jun
6-Jul		10-Jul	11-Jul	4-Jul	4-Jul
20-Jul	R	24-Jul	25-Jul	18-Jul	18-Jul
3-Aug		7-Aug	8-Aug	1-Aug	1-Aug
17-Aug		21-Aug	22-Aug	15-Aug	15-Aug
31-Aug		4-Sep	5-Sep	29-Aug	29-Aug
14-Sep		18-Sep	19-Sep	12-Sep	12-Sep
28-Sep	R	2-Oct	3-Oct	26-Sep	26-Sep
12-Oct		16-Oct	17-Oct	10-Oct	10-Oct
26-Oct	R	30-Oct	31-Oct	24-Oct	24-Oct
9-Nov		13-Nov	14-Nov	7-Nov	7-Nov
23-Nov	R	27-Nov	28-Nov	21-Nov	21-Nov
7-Dec		11-Dec	12-Dec	5-Dec	5-Dec
21-Dec	R	PLEASE REFER TO DECEMBER REVISED PAY SCHEDULE IN NOVEMBER			

* Subject to change; refer to the December Payroll Schedule for 2025 in late November for updated schedule.

