



BIWEEKLY

Pay Run ID	Pay Period Dates		Pay Date	Hire Form Due Date	Time Management & Extra Comp Approval Date
	Beginning	Ending			
20250530 B	05/17/25	05/30/25	06/06/25	05/27/25	06/02/25
20250613 B	05/31/25	06/13/25	06/20/25	06/09/25	06/16/25
** 2-Day Payroll > NOTE: Time Management and Extra Comp Approval Deadline is 12:00 PM (noon) on Mon. 06/16/25					
20250627 B	06/14/25	06/27/25	07/03/25	06/23/25	06/30/25
** 2-Day Payroll > NOTE: Time Management and Extra Comp Approval Deadline is 12:00 PM (noon) on Mon. 06/30/25					
20250711 B	06/28/25	07/11/25	07/18/25	07/07/25	07/14/25
20250725 B	07/12/25	07/25/25	08/01/25	07/21/25	07/28/25
20250808 B	07/26/25	08/08/25	08/15/25	08/04/25	08/11/25
20250822 B	08/09/25	08/22/25	08/29/25	08/18/25	08/25/25
20250905 B	08/23/25	09/05/25	09/12/25	09/02/25	09/08/25
20250919 B	09/06/25	09/19/25	09/26/25	09/15/25	09/22/25
20251003 B	09/20/25	10/03/25	10/10/25	09/29/25	10/06/25
20251017 B	10/04/25	10/17/25	10/24/25	10/13/25	10/20/25
20251031 B	10/18/25	10/31/25	11/07/25	10/27/25	11/03/25
20251114 B	11/01/25	11/14/25	11/21/25	11/10/25	11/17/25
20251128 B	11/15/25	11/28/25	12/05/25	11/24/25	12/01/25
20251212 B	11/29/25	12/12/25	12/19/25	12/08/25	12/15/25
** 2-Day Payroll > NOTE: Time Management and Extra Comp Approval Deadline is 12:00 PM (noon) on Mon. 12/15/25					
20251226 B	12/13/25	12/26/25	01/02/26	12/12/25	12/17/25
** NOTE: Time for Wed. 12/17 through Fri. 12/26/25 will be estimated & approved early					
** Treat like a 2-Day Payroll ** Time Management and Extra Comp Approval Deadline is 12:00 PM (noon) on Wed. 12/17/25					
** Approvers must complete entries for non-HLB days and approve ALL before Winter Break!!					
20260109 B	12/27/25	01/09/26	01/16/26	01/05/26	01/12/26
20260123 B	01/10/26	01/23/26	01/30/26	01/20/26	01/26/26
20260206 B	01/24/26	02/06/26	02/13/26	02/02/26	02/09/26
20260220 B	02/07/26	02/20/26	02/27/26	02/16/26	02/23/26
20260306 B	02/21/26	03/06/26	03/13/26	03/02/26	03/09/26
20260320 B	03/07/26	03/20/26	03/27/26	03/16/26	03/23/26
20260403 B	03/21/26	04/03/26	04/10/26	03/30/26	04/06/26
20260417 B	04/04/26	04/17/26	04/24/26	04/13/26	04/20/26
20260501 B	04/18/26	05/01/26	05/08/26	04/27/26	05/04/26
20260515 B	05/02/26	05/15/26	05/22/26	05/11/26	05/18/26
20260529B occurs in the following Fiscal Year 2026-2027. This is for Informational Purposes Only and may change!					
20260529 B	05/16/26	05/29/26	06/05/26	05/26/26	06/01/26

¹ Note: Create Paysheets will begin at 2:30 PM on date listed except for 2-Day Processing payrolls (which will begin at 11:30 AM)

Work Study Program Jobs:

August 23, 2025 through May 01, 2026

Regular Student Workers Jobs:

August 23, 2025 through May 15, 2026

MONTHLY

Pay Run ID	Pay Period Dates		Pay Date	Hire Form Due Date	Time Management & Extra Comp Approval Date
	Beginning	Ending			
20250630 M	06/01/25	06/30/25	06/30/25	06/09/25	06/18/25
20250731 M	07/01/25	07/31/25	07/31/25	07/08/25	07/17/25
20250831 M	08/01/25	08/31/25	08/29/25	08/05/25	08/14/25
20250930 M	09/01/25	09/30/25	09/30/25	09/03/25	09/12/25
20251031 M	10/01/25	10/31/25	10/31/25	10/13/25	10/22/25
20251130 M	11/01/25	11/30/25	11/26/25	11/04/25	11/11/25
20251231 M	12/01/25	12/31/25	12/22/25	11/25/25	12/04/25
20260131 M	01/01/26	01/31/26	01/30/26	01/06/26	01/15/26
20260228 M	02/01/26	02/28/26	02/27/26	02/03/26	02/12/26
20260331 M	03/01/26	03/31/26	03/31/26	03/04/26	03/13/26
20260430 M	04/01/26	04/30/26	04/30/26	04/06/26	04/15/26
20260531 M	05/01/26	05/31/26	05/29/26	05/04/26	05/12/26

² Note: Confirm Payroll dates highlighted in red for monthly payrolls indicate "absolute" confirmation dates (cannot go past)

For assistance, contact the Payroll Help desk at 214-768-2073 or email "Payroll."