

Hourly & Adjunct Employee Payroll Schedule

Employee Deadline to enter time	Manager Deadline to approve time @ 2:00pm	Paydate	Pay Period #
Thursday, December 19, 2024	Friday, December 20, 2024	Wednesday, January 10, 2024	1
Thursday, January 30, 2025	Friday, January 31, 2025	Monday, February 10, 2025	2
Thursday, February 27, 2025	Friday, February 28, 2025	Monday, March 10, 2025	3
Thursday, March 27, 2025	Friday, March 28, 2025	Thursday, April 10, 2025	4
Tuesday, April 29, 2025	Wednesday, April 30, 2025	Friday, May 9, 2025	5
Thursday, May 29, 2025	Friday, May 30, 2025	Tuesday, June 10, 2025	6
Friday, June 27, 2025	Monday, June 30, 2025	Thursday, July 10, 2025	7
Wednesday, July 30, 2025	Thursday, July 31, 2025	Friday, August 8, 2025	8
Thursday, August 28, 2025	Friday, August 29, 2025	Wednesday, September 10, 2025	9
Monday, September 29, 2025	Tuesday, September 30, 2025	Friday, October 10, 2025	10
Thursday, October 30, 2025	Friday, October 31, 2025	Monday, November 10, 2025	11
Thursday, November 20, 2025	Friday, November 21, 2025	Wednesday, December 10, 2025	12
Thursday, December 18, 2025	Friday, December 19, 2025	Friday, January 9, 2026	13