



2025-2026 PAYROLL DEADLINES FOR TIMESHEETS CODED: UUP-HRY, CLS-HRYA, & CLS-HRY

<u>Pay Period</u>	<u>Pay Period Begin Wednesday</u>	<u>Pay Period End Tuesday</u>	<u>Timesheet Due</u>	IF EARLY DUE 9:00AM	<u>Check Date</u>
11	8/12/2026	8/25/2026	8/25/2026	9:00 AM	9/9/2026
12	8/26/2026	9/8/2026	9/8/2026	12:00 NOON	9/23/2026
13	9/9/2026	9/22/2026	9/22/2026	12:00 NOON	10/7/2026
14	9/23/2026	10/6/2026	10/6/2026	9:00 AM	10/21/2026
15	10/7/2026	10/20/2026	10/20/2026	12:00 NOON	11/4/2026
16	10/21/2026	11/3/2026	11/3/2026	9:00 AM	11/18/2026
17	11/4/2026	11/17/2026	11/17/2026	9:00 AM	12/2/2026
18	11/18/2026	12/1/2026	12/1/2026	12:00 NOON	12/16/2026
19	12/2/2026	12/15/2026	12/15/2026	NO LATER THAN 9:00 AM	12/31/2025
20*	12/16/2026	12/29/2026	12/21/2026	NO LATER THAN NOON	1/13/2027
21	12/30/2026	1/12/2027	1/12/2027	9:00 AM	1/27/2027
22	1/13/2027	1/26/2027	1/26/2027	12:00 NOON	2/10/2027
23	1/27/2027	2/9/2027	2/9/2027	9:00 AM	2/24/2027
24	2/10/2027	2/23/2027	2/23/2027	12:00 NOON	3/10/2027
25	2/24/2027	3/9/2027	3/9/2027	12:00 NOON	3/24/2027
26	3/10/2027	3/23/2027	3/23/2027	12:00 NOON	4/7/2027
1	3/24/2027	4/6/2027	4/6/2027	9:00 AM	4/21/2027
2	4/7/2027	4/20/2027	4/20/2027	12:00 NOON	5/5/2027
3	4/21/2027	5/4/2027	5/4/2027	12:00 NOON	5/19/2027
4	5/5/2027	5/18/2027	5/18/2027	9:00 AM	6/2/2027
5	5/19/2027	6/1/2027	6/1/2027	12:00 NOON	6/16/2027
6	6/2/2027	6/15/2027	6/15/2027	9:00 AM	6/30/2027
7	6/16/2027	6/29/2027	6/29/2027	12:00 NOON	7/14/2027
8	6/30/2027	7/13/2027	7/13/2027	12:00 NOON	7/28/2027
9	7/14/2027	7/27/2027	7/27/2027	12:00 NOON	8/11/2027
10	7/28/2027	8/10/2027	8/10/2027	12:00 NOON	8/25/2027

* Timesheets due in AD-244 NO LATER THAN 12 Noon due to the early holiday deadlines. Please anticipate hours worked between 12/24-12/30/2026. Changes to hours submitted may be made in the following pay period by submitting a REVISED timesheet. You may continue to email your hourly timesheets to Laura Murphy at lmurphy@binghamton.edu, or you can hand deliver them to our office in the Couper Administration Building, Room 244.