

2025-2026 FACULTY STAFF/GRADUATE STUDENT PAYROLL DEADLINES

Pay Period	Pay Period Start Date	Pay Period End Date	Department HR Form Submission Deadline	HR Master HR Form Approval Deadline	Check Date
7	6/19/2025	7/2/2025	6/20/2025	6/23/2025	7/16/2025
8	7/3/2025	7/16/2025	7/7/2025	7/9/2025	7/30/2025
9	7/17/2025	7/30/2025	7/21/2025	7/23/2025	8/13/2025
10	7/31/2025	8/13/2025	8/4/2025	8/6/2025	8/27/2025
11	8/14/2025	8/27/2025	6/30/2025	6/30/2025	9/10/2025
12	8/28/2025	9/10/2025	6/30/2025	6/30/2025	9/24/2025
13	9/11/2025	9/24/2025	9/15/2025	9/17/2025	10/8/2025
14	9/25/2025	10/8/2025	9/26/2025	9/29/2025	10/22/2025
15	10/9/2025	10/22/2025	10/9/2025	10/10/2025	11/5/2025
16	10/23/2025	11/5/2025	10/24/2025	10/27/2025	11/19/2025
17	11/6/2025	11/19/2025	11/6/2025	11/7/2025	12/3/2025
18*	11/20/2025	12/3/2025	11/20/2025	11/21/2025	12/17/2025
19	12/4/2025	12/17/2025	12/4/2025	12/5/2025	12/31/2025
20	12/18/2025	12/31/2025	12/11/2025	12/12/2025	1/14/2026
21	1/1/2026	1/14/2026	12/18/2025	12/19/2025	1/28/2026
22	1/15/2026	1/28/2026	1/16/2026	1/21/2026	2/11/2026
23	1/29/2026	2/11/2026	1/29/2026	1/30/2026	2/25/2026
24	2/12/2026	2/25/2026	2/13/2026	2/17/2026	3/11/2026
25	2/26/2026	3/11/2026	3/2/2026	3/4/2026	3/25/2026
26	3/12/2026	3/25/2026	3/16/2026	3/18/2026	4/8/2026
1	3/26/2026	4/8/2026	3/26/2026	3/27/2026	4/22/2026
2	4/9/2026	4/22/2026	4/13/2026	4/15/2026	5/6/2026
3	4/23/2026	5/6/2026	4/27/2026	4/29/2026	5/20/2026
4	5/7/2026	5/20/2026	5/7/2026	5/8/2026	6/3/2026
5	5/21/2026	6/3/2026	5/21/2026	5/22/2026	6/17/2026
6	6/4/2026	6/17/2026	6/5/2026	6/8/2026	7/1/2026
7	6/18/2026	7/1/2026	6/22/2026	6/24/2026	7/15/2026
BOLD indicates early HR Form submission deadline *HR Closed 11/27-11/28/2025					