

Portal / Paper Timesheet Payroll Schedule 2025/2026

Payroll Date	Period Covered	Employee Deadline	Approver Deadline
9/5/2025	8/16 - 8/22	08/22/2025	8/22/2025
09/30/2025	8/23 - 8/31	08/31/2025	09/12/2025
10/15/2025	9/1 - 9/30	09/30/2025	10/1/2025
11/14/2025	10/1 - 10/31	10/31/2025	11/3/2025
12/15/2025	11/1 - 11/30	11/30/2025	12/1/2025
01/15/2026	12/1 - 12/31	12/31/2025	01/05/2026
02/13/2026	01/01 - 01/31	01/31/2025	02/02/2026
03/13/2026	02/01 - 02/28	02/28/2025	03/02/2026
04/10/2026	03/01 - 03/31	03/31/2025	04/01/2026
05/15/2026	04/01 - 04/30	04/30/2025	05/01/2026
06/15/2026	05/01 - 05/31	05/31/2025	06/01/2026
06/30/2026	6/1 - 6/25	06/25/2025	06/25/2026