

## Hourly/Nonexempt Payroll Schedule

Pay Cycle Dates	Timesheet Due Date	Approver Due Date	Pay Date
6/7/25 - 6/21/25	Tuesday, June 24, 2025	Wednesday, June 25, 2025	Monday, June 30, 2025
6/22/25 - 7/6/25	Wednesday, July 9, 2025	Thursday, July 10, 2025	Tuesday, July 15, 2025
7/7/25 - 7/21/25	Thursday, July 24, 2025	Friday, July 25, 2025	Thursday, July 31, 2025
7/22/25 - 8/6/25	Monday, August 11, 2025	Tuesday, August 12, 2025	Friday, August 15, 2025
8/7/25 - 8/21/25	Monday, August 25, 2025	Tuesday, August 26, 2025	Friday, August 29, 2025
8/22/25 - 9/6/25	Tuesday, September 9, 2025	Wednesday, September 10, 2025	Monday, September 15, 2025
9/7/25 - 9/21/25	Wednesday, September 24, 2025	Thursday, September 25, 2025	Tuesday, September 30, 2025
9/22/25 - 10/6/25	Thursday, October 9, 2025	Friday, October 10, 2025	Wednesday, October 15, 2025
10/7/25 - 10/21/25	Friday, October 24, 2025	Tuesday, October 28, 2025	Friday, October 31, 2025
10/22/25 - 11/6/25	Monday, November 10, 2025	Tuesday, November 11, 2025	Friday, November 14, 2025
11/7/25 - 11/21/25	Monday, November 17, 2025	Tuesday, November 18, 2025	Friday, November 28, 2025
11/22/25 - 12/6/25	Tuesday, December 9, 2025	Wednesday, December 10, 2025	Monday, December 15, 2025
12/7/25 - 12/21/25	Tuesday, December 16, 2025	Wednesday, December 17, 2025	Wednesday, December 31, 2025
12/22/25 - 1/6/26	Friday, January 9, 2026	Monday, January 12, 2026	Thursday, January 15, 2026
1/7/26 - 1/21/26	Monday, January 26, 2026	Tuesday, January 27, 2026	Friday, January 30, 2026
1/22/26 - 2/6/26	Monday, February 9, 2026	Tuesday, February 10, 2026	Friday, February 13, 2026
2/7/26 - 2/21/26	Monday, February 23, 2026	Tuesday, February 24, 2026	Friday, February 27, 2026
2/22/26 - 3/6/26	Monday, March 9, 2026	Tuesday, March 10, 2026	Friday, March 13, 2026
3/7/26 - 3/21/26	Wednesday, March 25, 2026	Thursday, March 26, 2026	Tuesday, March 31, 2026
3/22/26 - 4/6/26	Thursday, April 9, 2026	Friday, April 10, 2026	Wednesday, April 15, 2026
4/7/26 - 4/21/26	Friday, April 24, 2026	Monday, April 27, 2026	Thursday, April 30, 2026
4/22/26 - 5/6/26	Monday, May 11, 2026	Tuesday, May 12, 2026	Friday, May 15, 2026
5/7/26 - 5/21/26	Friday, May 22, 2026	Tuesday, May 26, 2026	Friday, May 29, 2026
5/22/26 - 6/6/26	Tuesday, June 9, 2026	Wednesday, June 10, 2026	Monday, June 15, 2026
6/7/26 - 6/21/26	Wednesday, June 24, 2026	Thursday, June 25, 2026	Tuesday, June 30, 2026

### Salary/Exempt Payroll Schedule

Pay Cycle Dates	Leave Report Due Date	Approver Due Date	Pay Date
6/16/25 - 6/30/25	Wednesday, July 2, 2025	Monday, July 7, 2025	Monday, June 30, 2025
7/1/25 - 7/15/25	Wednesday, July 16, 2025	Friday, July 18, 2025	Tuesday, July 15, 2025
7/16/25 - 7/31/25	Wednesday, August 6, 2025	Friday, August 8, 2025	Thursday, July 31, 2025
8/1/25 - 8/15/25	Wednesday, August 20, 2025	Friday, August 22, 2025	Friday, August 15, 2025
8/16/25 - 8/31/25	Wednesday, September 3, 2025	Friday, September 5, 2025	Friday, August 29, 2025
9/1/25 - 9/15/25	Wednesday, September 17, 2025	Friday, September 19, 2025	Monday, September 15, 2025
9/16/25 - 9/31/25	Wednesday, October 1, 2025	Friday, October 3, 2025	Tuesday, September 30, 2025
10/1/25 - 10/15/25	Wednesday, October 15, 2025	Friday, October 17, 2025	Wednesday, October 15, 2025
10/16/25 - 10/31/25	Wednesday, November 5, 2025	Friday, November 7, 2025	Friday, October 31, 2025
11/1/25 - 11/15/25	Wednesday, November 19, 2025	Friday, November 21, 2025	Friday, November 14, 2025
11/16/25 - 11/30/25	Wednesday, December 3, 2025	Friday, December 5, 2025	Friday, November 28, 2025
12/1/25 - 12/15/25	Wednesday, December 17, 2025	Friday, December 19, 2025	Monday, December 15, 2025
12/16/25 - 12/31/25	Wednesday, January 7, 2026	Friday, January 9, 2026	Wednesday, December 31, 2025
1/1/26 - 1/15/26	Wednesday, January 21, 2026	Friday, January 23, 2026	Thursday, January 15, 2026
1/16/26 - 1/31/26	Wednesday, February 4, 2026	Friday, February 6, 2026	Friday, January 30, 2026
2/1/26 - 2/15/26	Wednesday, February 18, 2026	Friday, February 20, 2026	Friday, February 13, 2026
2/16/26 - 2/28/26	Wednesday, March 4, 2026	Friday, March 6, 2026	Friday, February 27, 2026
3/1/26 - 3/15/26	Wednesday, March 25, 2026	Friday, March 27, 2026	Friday, March 13, 2026
3/16/26 - 3/31/26	Wednesday, April 1, 2026	Friday, April 3, 2026	Tuesday, March 31, 2026
4/1/26 - 4/15/26	Wednesday, April 15, 2026	Friday, April 17, 2026	Wednesday, April 15, 2026
4/16/26 - 4/30/26	Wednesday, May 6, 2026	Friday, May 8, 2026	Thursday, April 30, 2026
5/1/26 - 5/15/26	Wednesday, May 20, 2026	Friday, May 22, 2026	Friday, May 15, 2026
5/16/26 - 5/31/26	Wednesday, June 3, 2026	Friday, June 5, 2026	Friday, May 29, 2026
6/1/26 - 6/15/26	Wednesday, June 17, 2026	Friday, June 19, 2026	Monday, June 15, 2026
6/16/26 - 6/30/26	Wednesday, July 1, 2026	Friday, July 3, 2026	Tuesday, June 30, 2026

**Block Visitor Payroll Schedule**

Month	Block	Pay Cycle Dates	Check Date
June	Block A	5/27/25 - 6/20/25	Wednesday, June 18, 2025
July	Block B	6/23/25 - 7/17/25	Wednesday, July 16, 2025
August	Block C	7/21/25 - 8/13/25	Tuesday, August 12, 2025
September	Block 1	8/25/25 - 9/17/25	Tuesday, September 16, 2025
October	Block 2	9/22/25 - 10/15/25	Tuesday, October 14, 2025
November	Block 3	10/20/25 - 11/12/25	Monday, November 10, 2025
December	Block 4	11/17/25 - 12/17/25	Tuesday, December 16, 2025
January	1/2 Block	1/5/26 - 1/15/26	Wednesday, January 14, 2026
February	Block 5	1/19/26 - 2/11/26	Tuesday, February 10, 2026
March	Block 6	2/16/26 - 3/11/26	Tuesday, March 10, 2026
April	Block 7	3/23/26 - 4/15/26	Tuesday, April 14, 2026
May	Block 8	4/20/26 - 5/13/26	Tuesday, May 12, 2026