

Pay Period			Timesheet		T&I Deadline	Year	
Start Date	End Date	Pay Date ¹	EMPLOYEE Timesheet Submitted (Sunday by 11:59 p.m. unless otherwise noted)	SUPERVISOR Timesheet Approved (Monday by 2:59 p.m. unless otherwise noted)	Workday Processes ² Received and Approved in Full (Guaranteed processing)	Calendar ³	Fiscal ⁴
6/23/2024	7/6/2024	7/12/2024	7/7/2024	7/8/2024	7/2/2024⁵	2024	2025
7/7/2024	7/20/2024	7/26/2024	7/21/2024	7/22/2024	7/18/2024	2024	2025
7/21/2024	8/3/2024	8/9/2024	8/4/2024	8/5/2024	8/1/2024	2024	2025
8/4/2024	8/17/2024	8/23/2024	8/18/2024	8/19/2024	8/15/2024	2024	2025
8/18/2024	8/31/2024	9/6/2024	9/1/2024	9/2/2024	8/29/2024	2024	2025
9/1/2024	9/14/2024	9/20/2024	9/15/2024	9/16/2024	9/12/2024	2024	2025
9/15/2024	9/28/2024	10/4/2024	9/29/2024	9/30/2024	9/26/2024	2024	2025
9/29/2024	10/12/2024	10/18/2024	10/13/2024	10/14/2024	10/10/2024	2024	2025
10/13/2024	10/26/2024	11/1/2024	10/27/2024	10/28/2024	10/24/2024	2024	2025
10/27/2024	11/9/2024	11/15/2024	11/10/2024	11/11/2024	11/7/2024	2024	2025
11/10/2024	11/23/2024	11/27/2024	11/20/2024	11/21/2024	11/18/2024	2024	2025
11/24/2024	12/7/2024	12/13/2024	12/8/2024	12/9/2024	12/5/2024	2024	2025
12/8/2024	12/21/2024	12/20/2024	12/15/2024	12/16/2024	12/12/2024	2024	2025
12/22/2024	1/4/2025	1/10/2025	1/5/2025	1/6/2025	1/2/2025	2025	2025
1/5/2025	1/18/2025	1/24/2025	1/19/2025	1/20/2025	1/16/2025	2025	2025
1/19/2025	2/1/2025	2/7/2025	2/2/2025	2/3/2025	1/30/2025	2025	2025
2/2/2025	2/15/2025	2/21/2025	2/16/2025	2/17/2025	2/13/2025	2025	2025
2/16/2025	3/1/2025	3/7/2025	3/2/2025	3/3/2025	2/27/2025	2025	2025
3/2/2025	3/15/2025	3/21/2025	3/16/2025	3/17/2025	3/13/2025	2025	2025
3/16/2025	3/29/2025	4/4/2025	3/30/2025	3/31/2025	3/27/2025	2025	2025
3/30/2025	4/12/2025	4/18/2025	4/13/2025	4/14/2025	4/10/2025	2025	2025
4/13/2025	4/26/2025	5/2/2025	4/27/2025	4/28/2025	4/24/2025	2025	2025
4/27/2025	5/10/2025	5/16/2025	5/11/2025	5/12/2025	5/8/2025	2025	2025
5/11/2025	5/24/2025	5/30/2025	5/25/2025	5/26/2025	5/22/2025	2025	2025
5/25/2025	6/7/2025	6/13/2025	6/8/2025	6/9/2025	6/5/2025	2025	2025
6/8/2025	6/21/2025	6/27/2025	6/22/2025	6/23/2025	6/19/2025	2025	2025

¹For accounting purposes, wages post to departmental budgets approximately 1-3 days after the last day of the pay period.

²Workday Processes include but are not limited to Hires, Period Activity Pays, Costing Allocations, and Add Jobs

³Calendar Year (1/1/2024 - 12/31/2024)

⁴Fiscal Year 2025 (7/1/2024 - 6/30/2025)

⁵Deadlines in Red font fall *earlier* than usual, due to holidays.