

## ***Bi-Weekly Staff/Student Payroll Dates***

NOTE: All time entries, in Workday, for hours worked should be entered immediately following every shift to ensure accurate and timely submissions.

All time-entries and time-off entries must be submitted for approval by 11:59 P.M. on Monday after each period end date. Workday will be on Lockdown for all time entries and time-off entries on Tuesday at 12 A.M. to allow the processing of payroll on Tuesday.

<b>Period</b>	<b>Period Start Date</b>	<b>Period End Date</b>	<b>Payroll Payment Date</b>
08/18/2024 - 08/31/2024	8/18/2024	8/31/2024	9/6/2024
09/01/2024 - 09/14/2024	9/1/2024	9/14/2024	9/20/2024
09/15/2024 - 09/28/2024	9/15/2024	9/28/2024	10/4/2024
09/29/2024 - 10/12/2024	9/29/2024	10/12/2024	10/18/2024
10/13/2024 - 10/26/2024	10/13/2024	10/26/2024	11/1/2024
10/27/2024 - 11/09/2024	10/27/2024	11/9/2024	11/15/2024
11/10/2024 - 11/23/2024	11/10/2024	11/23/2024	11/29/2024
11/24/2024 - 12/07/2024	11/24/2024	12/7/2024	12/13/2024
12/08/2024 - 12/21/2024	12/8/2024	12/21/2024	12/27/2024
12/22/2024 - 01/04/2025	12/22/2024	1/4/2025	1/10/2025
01/05/2025 - 01/18/2025	1/5/2025	1/18/2025	1/24/2025
01/19/2025 - 02/01/2025	1/19/2025	2/1/2025	2/7/2025
02/02/2025 - 02/15/2025	2/2/2025	2/15/2025	2/21/2025
02/16/2025 - 03/01/2025	2/16/2025	3/1/2025	3/7/2025
03/02/2025 - 03/15/2025	3/2/2025	3/15/2025	3/21/2025
03/16/2025 - 03/29/2025	3/16/2025	3/29/2025	4/4/2025
03/30/2025 - 04/12/2025	3/30/2025	4/12/2025	4/18/2025
04/13/2025 - 04/26/2025	4/13/2025	4/26/2025	5/2/2025
04/27/2025 - 05/10/2025	4/27/2025	5/10/2025	5/16/2025
05/11/2025 - 05/24/2025	5/11/2025	5/24/2025	5/30/2025
05/25/2025 - 06/07/2025	5/25/2025	6/7/2025	6/13/2025
06/08/2025 - 06/21/2025	6/8/2025	6/21/2025	6/27/2025
06/22/2025 - 07/05/2025	6/22/2025	7/5/2025	7/11/2025
07/06/2025 - 07/19/2025	7/6/2025	7/19/2025	7/25/2025
07/20/2025 - 08/02/2025	7/20/2025	8/2/2025	8/8/2025
08/03/2025 - 08/16/2025	8/3/2025	8/16/2025	8/22/2025
08/17/2025 - 08/30/2025	8/17/2025	8/30/2025	9/5/2025
08/31/2025 - 09/13/2025	8/31/2025	9/13/2025	9/19/2025