



**PAYROLL SCHEDULE**  
**July 2024 - June 2025**

**PROFESSIONAL & FACULTY**

EMPLOYEE DEADLINE	DEADLINE TIME	SUPERVISOR DEADLINE	DEADLINE TIME	PAY DATE	PAY PERIOD
07/16/24		07/17/24		07/15/24	07/01 - 07/15
08/01/24		08/02/24		07/31/24	07/16 - 07/31
08/16/24		08/19/24		08/15/24	08/01 - 08/15
09/03/24		09/04/24		08/30/24	08/16 - 08/31
09/16/24		09/17/24		09/13/24	09/01 - 09/15
10/01/24		10/02/24		09/30/24	09/16 - 09/30
10/16/24		10/17/24		10/15/24	10/01 - 10/15
11/01/24		11/04/24		10/31/24	10/16 - 10/31
11/18/24		11/19/24		11/15/24	11/01 - 11/15
12/02/24		12/03/24		11/22/24	11/16 - 11/30
12/16/24		12/17/24		12/13/24	12/01 - 12/15
01/06/25		01/07/25		12/20/24	12/16 - 12/31
01/16/25		01/17/25		01/15/25	01/01 - 01/15
02/03/25		02/04/25		01/31/25	01/16 - 01/31
02/18/25		02/19/25		02/14/25	02/01 - 02/15
03/03/25		03/04/25		02/28/25	02/16 - 02/28
* 03/14/25	12:00 PM	03/14/25	4:00 PM	03/14/25	03/01 - 03/15
04/01/25		04/02/25		03/31/25	03/16 - 03/31
04/16/25		04/17/25		04/15/25	04/01 - 04/15
05/01/25		05/02/25		04/30/25	04/16 - 04/30
05/16/25		05/19/25		05/15/25	05/01 - 05/15
06/02/25		06/03/25		05/30/25	05/16 - 05/31
06/16/25		06/17/25		06/13/25	06/01 - 06/15
07/01/25		07/02/25		06/30/25	06/16 - 06/30

**1. ALL PAPERWORK TO BE PROCESSED BY PAYROLL MUST BE RECEIVED 3 DAYS PRIOR TO STATED PAY DAY TO BE INCLUDED WITH THE APPROPRIATE PAY PERIOD.**

**2. All Professionals are paid on the 15th & end of month. (earlier if weekend/holiday conflict)**