

2026 Payroll Calendar

PAY PERIOD - Bi-Weekly	Type of Payroll	CYCLE	PAY DATE	Web Time Entry			HR Processing Deadline
				Date	Time Sheet Entry -Deadline	Approver - Deadline	
12/22 - 01/04	Hourly Staff & Students	BW01	Friday, January 9, 2026	5-Jan-26	*10 a.m.	*11:59 p.m.	Friday, January 2,2026
01/05 - 01/18	Hourly Staff & Students	BW02	Friday, January 23, 2026	19-Jan-26	*10 a.m.	*11:59 p.m.	Friday, January 16,2026
01/19 - 02/01	Hourly Staff & Students	BW03	Friday, February 6, 2026	2-Feb-26	*10 a.m.	*11:59 p.m.	Friday, January 30,2026
02/02 - 02/15	Hourly Staff & Students	BW04	Friday, February 20, 2026	16-Feb-26	*10 a.m.	*11:59 p.m.	Friday, February 13,2026
02/16 - 03/01	Hourly Staff & Students	BW05	Friday, March 6, 2026	2-Mar-26	*10 a.m.	*11:59 p.m.	Friday, February 27,2026
03/02 - 03/15	Hourly Staff & Students	BW06	Friday, March 20, 2026	16-Mar-26	*10 a.m.	*11:59 p.m.	Friday, March 13,2026
03/16 - 03/29	Hourly Staff & Students	BW07	Friday, April 3, 2026	30-Mar-26	*10 a.m.	*11:59 p.m.	Friday, March 27, 2026
03/30 - 04/12	Hourly Staff & Students	BW08	Friday, April 17, 2026	13-Apr-26	*10 a.m.	*11:59 p.m.	Friday, April 10,2026
04/13 - 04/26	Hourly Staff & Students	BW09	Friday, May 1, 2026	27-Apr-26	*10 a.m.	*11:59 p.m.	Friday, April 24,2026
04/27 - 05/10	Hourly Staff & Students	BW10	Friday, May 15, 2026	11-May-26	*10 a.m.	*11:59 p.m.	Friday, May 8, 2026
05/11 - 05/24	Hourly Staff & Students	BW11	Friday, May 29, 2026	25-May-26	*10 a.m.	*11:59 p.m.	Friday, May 22, 2026
05/25 - 06/07	Hourly Staff & Students	BW12	Friday, June 12, 2026	8-Jun-26	*10 a.m.	*11:59 p.m.	Friday, June 5,2026
06/08 - 06/21	Hourly Staff & Students	BW13	Friday, June 26, 2026	22-Jun-26	*10 a.m.	*11:59 p.m.	Friday, June 19, 2026
06/22 - 07/05	Hourly Staff & Students	BW14	Friday, July 10, 2026	6-Jul-26	*10 a.m.	*11:59 p.m.	Friday, July 3,2026
07/06 - 07/19	Hourly Staff & Students	BW15	Friday, July 24, 2026	20-Jul-26	*10 a.m.	*11:59 p.m.	Friday, July 17, 2026
07/20 - 08/02	Hourly Staff & Students	BW16	Friday, August 7, 2026	3-Aug-26	*10 a.m.	*11:59 p.m.	Friday, July 31, 2026
08/03 - 08/16	Hourly Staff & Students	BW17	Friday, August 21, 2026	17-Aug-26	*10 a.m.	*11:59 p.m.	Friday, August 14,2026
08/17 - 08/30	Hourly Staff & Students	BW18	Friday, September 4, 2026	31-Aug-26	*10 a.m.	*11:59 p.m.	Friday, August 28, 2026
08/31 - 09/13	Hourly Staff & Students	BW19	Friday, September 18, 2026	14-Sep-26	*10 a.m.	*11:59 p.m.	Friday, September 11,2026
09/14 - 09/27	Hourly Staff & Students	BW20	Friday, October 2, 2026	28-Sep-26	*10 a.m.	*11:59 p.m.	Friday, September 25, 2026
09/28 - 10/11	Hourly Staff & Students	BW21	Friday, October 16, 2026	12-Oct-26	*10 a.m.	*11:59 p.m.	Friday, October 9,2026
10/12 - 10/25	Hourly Staff & Students	BW22	Friday, October 30, 2026	26-Oct-26	*10 a.m.	*11:59 p.m.	Friday, October 23, 2026
10/26 - 11/08	Hourly Staff & Students	BW23	Friday, November 13, 2026	9-Nov-26	*10 a.m.	*11:59 p.m.	Friday, November 6, 2026
11/09 - 11/22	Hourly Staff & Students	BW24	Friday, November 27, 2026	23-Nov-26	*10 a.m.	*11:59 p.m.	Friday, November 20, 2026
11/23 - 12/06	Hourly Staff & Students	BW25	Friday, December 11, 2026	7-Dec-26	*10 a.m.	*11:59 p.m.	Friday, December 4,2026
12/07 - 12/20	Hourly Staff & Students	BW26	Thursday, December 24, 2026	21-Dec-26	*10 a.m.	*11:59 p.m.	Friday, December 18, 2026
PAY PERIOD - Semi Monthly	Type of Payroll	CYCLE	PAY DATE	Time Entry Deadline	LEAVE FORM APPROVAL Deadline	Payroll Opening	HR Processing Deadline
01/01 - 01/15	Salaried Full-Time	SM01	Wednesday, January 15, 2026	1/11/2026	1/12/2026	1/12/2026	1/7/2026
01/16 - 01/31	Salaried Full-Time	SM02	Thursday, January 30, 2026	1/25/2026	1/26/2026	1/26/2026	1/21/2026
02/01 - 02/15	Salaried Full-Time	SM03	Friday, February 13, 2026	2/9/2026	2/10/2026	2/10/2026	2/5/2026
02/16 - 02/28	Salaried Full-Time	SM04	Friday, February 27, 2026	2/23/2026	2/24/2026	2/24/2026	2/19/2026
03/01 - 03/15	Salaried Full-Time	SM05	Friday, March 13, 2026	3/9/2026	3/10/2026	3/10/2026	3/5/2026
03/16 - 03/31	Salaried Full-Time	SM06	Friday, March 30, 2026	3/24/2026	3/25/2026	3/25/2026	3/20/2026
04/01 - 04/15	Salaried Full-Time	SM07	Tuesday, April 15, 2026	4/9/2026	4/10/2026	4/10/2026	4/7/2026
04/16 - 04/30	Salaried Full-Time	SM08	Wednesday, April 30, 2026	4/26/2026	4/27/2026	4/27/2026	4/23/2026
05/01 - 05/15	Salaried Full-Time	SM09	Thursday, May 15, 2026	5/11/2026	5/12/2026	5/12/2026	5/8/2026
05/16 - 05/31	Salaried Full-Time	SM10	Friday, May 29, 2026	5/25/2026	5/26/2026	5/26/2026	5/22/2026
06/01 - 06/15	Salaried Full-Time	SM11	Friday, June 15, 2026	6/9/2026	6/10/2026	6/10/2026	6/8/2026
06/16 - 06/30	Salaried Full-Time	SM12	Friday, June 30, 2026	6/24/2026	6/25/2026	6/25/2026	6/22/2026
07/01 - 07/15	Salaried Full-Time	SM13	Tuesday, July 15, 2026	7/9/2026	7/10/2026	7/10/2026	7/8/2026
07/16 - 07/31	Salaried Full-Time	SM14	Wednesday, July 30, 2026	7/26/2026	7/27/2026	7/27/2026	7/22/2026
08/01 - 08/15	Salaried Full-Time	SM15	Friday, August 14, 2026	8/10/2026	8/11/2026	8/11/2026	8/7/2026
08/16 - 08/31	Salaried Full-Time	SM16	Friday, August 28, 2026	8/24/2026	8/25/2026	8/25/2026	8/20/2026
09/01 - 09/15	Salaried Full-Time	SM17	Friday, September 15, 2026	9/9/2026	9/10/2026	9/10/2026	9/7/2026
09/16 - 09/30	Salaried Full-Time	SM18	Tuesday, September 30, 2026	9/23/2026	9/24/2026	9/24/2026	9/21/2026
10/01 - 10/15	Salaried Full-Time	SM19	Wednesday, October 15, 2026	10/11/2026	10/12/2026	10/12/2026	10/7/2026
10/16 - 10/31	Salaried Full-Time	SM20	Thursday, October 30, 2026	10/26/2026	10/27/2026	10/27/2026	10/22/2026
11/01 - 11/15	Salaried Full-Time	SM21	Friday, November 13, 2026	11/9/2026	11/10/2026	11/10/2026	11/6/2026
11/16 - 11/30	Salaried Full-Time	SM22	Friday, November 30, 2026	11/22/2026	11/23/2026	11/23/2026	11/19/2026
12/01 - 12/15	Salaried Full-Time	SM23	Friday, December 15, 2026	12/9/2026	12/10/2026	12/10/2026	12/7/2026
12/16 - 12/31	Salaried Full-Time	SM24	Tuesday, December 30, 2026	12/16/2026	12/17/2026	12/17/2026	12/15/2026