



2024/2025

PAY DATES

August 15
August 30
September 13
September 30
October 15
October 31
November 15
November 29
December 13
December 31

January 15
January 31
February 14
February 28
March 14
March 31
April 15
April 30
May 15
May 30
June 13
June 30
July 15
July 31

TIME SHEET/ABSENCE REPORT DUE DATE

August 08
August 23
September 06
September 23
October 07
October 24
November 08
November 22
December 06
December 24

January 08
January 24
February 07
February 21
March 07
March 24
April 08
April 23
May 08
May 23
June 06
June 23
July 08
July 24

**TIME SHEETS RECEIVED AFTER 4:00 P.M. ON DUE DATE
WILL NOT BE PAID UNTIL THE NEXT PAY PERIOD**