2025 Biweekly Salaried Payroll Schedule

Last verified by Mia Gomez on 05-26-2026

This pay schedule applies to full-time faculty, exempt administrative employees, 1205 Professional salaried, and SHENS-UAW salaried employees.

Unless otherwise noted, paychecks are issued on Fridays ("Check Date") and approvals must be submitted by the close of business on Fridays ("Department Approval Deadline"). Note that the first paycheck of 2025 includes time worked in 2024 (12/30-1/12/24).

Pay Period	Pay Period Start Date	Pay Period End Date	Check Date	Department Approval Deadline (COB)
1	12/30/2024	1/12/2025	1/10/2025	12/27/2024
2	1/13/2025	1/26/2025	1/24/2025	1/10/2025
3	1/27/2025	2/9/2025	2/7/2025	1/24/2025
4	2/10/2025	2/23/2025	2/21/2025	2/7/2025
5	2/24/2025	3/9/2025	3/7/2025	2/21/2025

6	3/10/2025	3/23/2025	3/21/2025	3/7/2025
7	3/24/2025	4/6/2025	4/4/2025	3/21/2025
8	4/7/2025	4/20/2025	4/18/2025	4/4/2025
9	4/21/2025	5/4/2025	5/2/2025	4/18/2025
10	5/5/2025	5/18/2025	5/16/2025	5/2/2025
11	5/19/2025	6/1/2025	5/30/2025	5/16/2025
12	6/2/2025	6/15/2025	6/13/2025	5/30/2025
13	6/16/2025	6/29/2025	6/27/2025	6/13/2025
14	6/30/2025	7/13/2025	7/11/2025	6/27/2025

15	7/14/2025	7/27/2025	7/25/2025	7/11/2025
16	7/28/2025	8/10/2025	8/8/2025	7/25/2025
17	8/11/2025	8/24/2025	8/22/2025	8/8/2025
18	8/25/2025	9/7/2025	9/5/2025	8/22/2025
19	9/8/2025	9/21/2025	9/19/2025	9/5/2025
20	9/22/2025	10/5/2025	10/3/2025	9/19/2025
21	10/6/2025	10/19/2025	10/17/2025	10/3/2025
22	10/20/2025	11/2/2025	10/31/2025	10/17/2025
23	11/3/2025	11/16/2025	11/14/2025	10/31/2025

24	11/17/2025	11/30/2025	11/26/2025 (Wed)	11/14/2025
25	12/1/2025	12/14/2025	12/12/2025	11/26/2025 (Wed)
26	12/15/2025	12/28/2025	12/26/2025	12/12/2025

* Department approval deadline is subject to change based on year-end processing.