

**2024-2025 HOURLY PAY PERIODS, SUBMISSION DEADLINES AND PAY DATES**

Period Start Date	Period End Date	Time Card completed & submitted to supervisor by EOD	Supervisor Approval due (10am)	Payment Date
Saturday	Friday	Friday	Monday	Friday
*6/1/2024	6/21/2024	6/21/2024	6/24/2024	6/28/2024
*6/22/2024	7/5/2024	7/5/2024	7/8/2024	7/12/2024
7/6/2024	7/19/2024	7/19/2024	7/22/2024	7/26/2024
7/20/2024	8/2/2024	8/2/2024	8/5/2024	8/9/2024
8/3/2024	8/16/2024	8/16/2024	8/19/2024	8/23/2024
8/17/2024	8/30/2024	8/30/2024	9/3/2024	9/6/2024
8/31/2024	9/13/2024	9/13/2024	9/17/2024	9/20/2024
9/14/2024	9/27/2024	9/27/2024	9/30/2024	10/4/2024
9/28/2024	10/11/2024	10/11/2024	10/14/2024	10/18/2024
10/12/2024	10/25/2024	10/25/2024	10/28/2024	11/1/2024
10/26/2024	11/8/2024	11/8/2024	11/11/2024	11/15/2024
11/9/2024	11/22/2024	11/22/2024	11/25/2024	11/29/2024
11/23/2024	12/6/2024	12/6/2024	12/9/2024	12/13/2024
12/7/2024	12/20/2024	12/20/2024	12/23/2024	12/27/2024
12/21/2024	1/3/2025	1/3/2025	1/6/2025	1/10/2025
1/4/2025	1/17/2025	1/17/2025	1/20/2025	1/24/2025
1/18/2025	1/31/2025	1/31/2025	2/3/2025	2/7/2025
2/1/2025	2/14/2025	2/14/2025	2/17/2025	2/21/2025
2/15/2025	2/28/2025	2/28/2025	3/3/2025	3/7/2025
3/1/2025	3/14/2025	3/14/2025	3/17/2025	3/21/2025
3/15/2025	3/28/2025	3/28/2025	3/31/2025	4/4/2025
3/29/2025	4/11/2025	4/11/2025	4/14/2025	4/18/2025
4/12/2025	4/25/2025	4/25/2025	4/28/2025	5/2/2025
4/26/2025	5/9/2025	5/9/2025	5/12/2025	5/16/2025
5/10/2025	5/23/2025	5/25/2025	5/26/2025	5/30/2025
5/24/2025	6/6/2025	6/6/2025	6/9/2025	6/13/2025
6/7/2025	6/20/2025	6/20/2025	6/23/2025	6/27/2025

\*The pay period beginning 6/1/24 was extended to 6/21/24 to accommodate the consolidation of hourly pay cycles

\* The pay period beginning 6/24 and paid on 7/12 was the first pay issued from Workday

Semi monthly

Period Start Date	Period End Date	Payment Date	Payroll Completion Date
7/1/2024	7/14/2024	7/1/2024	6/26/2024
7/15/2024	7/31/2024	7/15/2024	7/10/2024
8/1/2024	8/14/2024	8/1/2024	7/29/2024
8/15/2024	8/31/2024	8/15/2024	8/12/2024
9/1/2024	9/14/2024	9/2/2024	8/28/2024
9/15/2024	9/30/2024	9/16/2024	9/11/2024
10/1/2024	10/14/2024	10/1/2024	9/26/2024
10/15/2024	10/31/2024	10/15/2024	10/10/2024
11/1/2024	11/14/2024	11/1/2024	10/29/2024
11/15/2024	11/30/2024	11/15/2024	11/12/2024
12/1/2024	12/14/2024	12/2/2024	11/27/2024
12/15/2024	12/31/2024	12/16/2024	12/11/2024