

**ALL DIRECT DEPOSIT ENTRY WILL NEED TO BE COMPLETED BY 3:00 P.M., LAST BUSINESS DAY OF PAY PERIOD**

**\*\*Payroll Start will begin at 5:00 p.m. on date listed below. No entry into PeopleSoft after this time until payroll completes\*\*  
**Kronos Department Sign Off is due at noon on date listed below. All timecards will need to be signed off by this time  
 Check and Advice Roster available upon Payroll Complete date listed below.****

**(Payroll Start time is subject to change)**

<b>Pay Period End Date</b>	<b>Payroll Start</b>	<b>Kronos Department Sign Off</b>	<b>Payroll Complete</b>	<b>Posted to GL</b>	<b>Pay Date</b>
01/15/2025	Wednesday, January 15, 2025	Thursday, January 16, 2025	Friday, January 17, 2025	Tuesday, January 21, 2025	<i>Wednesday, January 22, 2025</i>
01/31/2025	Friday, January 31, 2025	Monday, February 3, 2025	Tuesday, February 4, 2025	Wednesday, February 5, 2025	<i>Friday, February 7, 2025</i>
02/15/2025	Friday, February 14, 2025	Tuesday, February 18, 2025	Wednesday, February 19, 2025	Thursday, February 20, 2025	<i>Friday, February 21, 2025</i>
02/28/2025	Friday, February 28, 2025	Monday, March 3, 2025	Tuesday, March 4, 2025	Wednesday, March 5, 2025	<i>Friday, March 7, 2025</i>
03/15/2025	Friday, March 14, 2025	Monday, March 17, 2025	Tuesday, March 18, 2025	Wednesday, March 19, 2025	<i>Friday, March 21, 2025</i>
03/31/2025	Monday, March 31, 2025	Tuesday, April 1, 2025	Wednesday, April 2, 2025	Thursday, April 3, 2025	<i>Monday, April 7, 2025</i>
04/15/2025	Tuesday, April 15, 2025	Wednesday, April 16, 2025	Thursday, April 17, 2025	Friday, April 18, 2025	<i>Tuesday, April 22, 2025</i>
04/30/2025	Wednesday, April 30, 2025	Thursday, May 1, 2025	Friday, May 2, 2025	Monday, May 5, 2025	<i>Wednesday, May 7, 2025</i>
05/15/2025	Thursday, May 15, 2025	Friday, May 16, 2025	Monday, May 19, 2025	Tuesday, May 20, 2025	<i>Thursday, May 22, 2025</i>
05/31/2025	Friday, May 30, 2025	Monday, June 2, 2025	Tuesday, June 3, 2025	Wednesday, June 4, 2025	<i>Friday, June 6, 2025</i>
06/15/2025	Friday, June 13, 2025	Tuesday, June 17, 2025	Wednesday, June 18, 2025	Thursday, June 19, 2025	<i>Friday, June 20, 2025</i>
06/30/2025	Monday, June 30, 2025	Tuesday, July 1, 2025	Wednesday, July 2, 2025	Thursday, July 3, 2025	<i>Monday, July 7, 2025</i>
07/15/2025	Tuesday, July 15, 2025	Wednesday, July 16, 2025	Thursday, July 17, 2025	Friday, July 18, 2025	<i>Tuesday, July 22, 2025</i>
07/31/2025	Thursday, July 31, 2025	Friday, August 1, 2025	Monday, August 4, 2025	Tuesday, August 5, 2025	<i>Thursday, August 7, 2025</i>
08/15/2025	Friday, August 15, 2025	Monday, August 18, 2025	Tuesday, August 19, 2025	Wednesday, August 20, 2025	<i>Friday, August 22, 2025</i>
08/31/2025	Friday, August 29, 2025	Tuesday, September 2, 2025	Wednesday, September 3, 2025	Thursday, September 4, 2025	<i>Friday, September 5, 2025</i>
09/15/2025	Monday, September 15, 2025	Tuesday, September 16, 2025	Wednesday, September 17, 2025	Thursday, September 18, 2025	<i>Monday, September 22, 2025</i>
09/30/2025	Tuesday, September 30, 2025	Wednesday, October 1, 2025	Thursday, October 2, 2025	Friday, October 3, 2025	<i>Tuesday, October 7, 2025</i>
10/15/2025	Wednesday, October 15, 2025	Thursday, October 16, 2025	Friday, October 17, 2025	Monday, October 20, 2025	<i>Wednesday, October 22, 2025</i>
10/31/2025	Friday, October 31, 2025	Monday, November 3, 2025	Tuesday, November 4, 2025	Wednesday, November 5, 2025	<i>Friday, November 7, 2025</i>
11/15/2025	Friday, November 14, 2025	Monday, November 17, 2025	Tuesday, November 18, 2025	Wednesday, November 19, 2025	<i>Friday, November 21, 2025</i>
11/30/2025	Wednesday, November 26, 2025	Monday, December 1, 2025	Tuesday, December 2, 2025	Wednesday, December 3, 2025	<i>Friday, December 5, 2025</i>
12/15/2025	Monday, December 15, 2025	Tuesday, December 16, 2025	Wednesday, December 17, 2025	Thursday, December 18, 2025	<i>Monday, December 22, 2025</i>
12/31/2025	Tuesday, December 30, 2025	Friday, January 2, 2026	Monday, January 5, 2026	Tuesday, January 6, 2026	<i>Wednesday, January 7, 2026</i>