PAYROLL SERVICES DEPARTMENT

NON-ACADEMIC EMPLOYEES AND STUDENT WORKERS

Below are the reporting periods and timesheet deadlines.

FY 2026-2027

Payroll Pay Period		Timesheet Deadline	Pay Date
6/1/2026	6/30/2026	**7/1/2026**	7/30/2026
7/1/2026	7/31/2026	**8/3/2026**	8/31/2026
8/1/2026	8/31/2026	**9/1/2026**	9/30/2026
9/1/2026	9/30/2026	**10/1/2026**	10/30/2026
10/1/2026	10/31/2026	**11/1/2026**	11/30/2026
11/1/2026	11/30/2026	**12/1/26**	12/18/2026
12/1/2026	12/31/2026	**1/4/2027**	1/29/2027
1/1/2027	1/31/2027	**2/1/2027**	2/26/2027
2/1/2027	2/28/2027	**3/1/2027**	3/26/2027
3/1/2027	3/31/2027	**4/5/2027**	4/30/2027
4/1/2027	4/30/2027	**5/3/2027**	5/28/2027
5/1/2027	5/31/2027	**6/1/2027**	6/30/2027

Timesheets are due by 4:00 P.M. the first working day following the last day of the payroll pay period. **Timesheets submitted after the deadline may result in a delay in payment until the next payday for the employee.**