

## 2024-25 12 Month Payroll Calendar

Pay Period Start Date	Pay Period End Date	Timesheets Due In Payroll Office	Payable Days	Pay Date
Friday, June 21, 2024	Friday, July 5, 2024	7/8/24	11	Friday, July 19, 2024
Saturday July 6, 2024	Saturday, July 20, 2024	7/22/24	10	Monday, August 5, 2024
Sunday, July 21, 2024	Monday, August 5, 2024	8/6/24	11	Tuesday, August 20, 2024
Tuesday, August 6, 2024	Tuesday, August 20, 2024	8/21/24	10	Thursday, September 5, 2024
Wednesday, August 21, 2024	Thursday, September 5, 2024	9/6/24	12	Friday, September 20, 2024
Friday, September 6, 2024	Friday, September 20, 2024	9/23/24	11	Friday, October 4, 2024
Saturday, September 21, 2024	Saturday, October 5, 2024	10/7/24	10	Friday, October 18, 2024
Sunday, October 6, 2024	Sunday, October 20, 2024	10/21/24	10	Tuesday, November 5, 2024
Monday, October 21, 2024	Tuesday, November 5, 2024	11/7/23	10	Monday, November 20, 2023
Wednesday, November 6, 2024	Wednesday, November 20, 2024	11/21/24	11	Thursday, December 5, 2024
Thursday, November 21, 2024	Thursday, December 5, 2024	12/6/24	12	Friday, December 20, 2024
Friday, December 6, 2024	Friday, December 20, 2024	12/23/24	11	Friday, January 3, 2025
Saturday, December 21, 2024	Sunday, January 5, 2025	1/6/25	10	Monday, January 20, 2025
Monday, January 6, 2025	Monday, January 20, 2025	1/21/25	11	Wednesday, February 5, 2025
Tuesday, January 21, 2025	Wednesday, February 5, 2025	2/6/2025	12	Thursday, February 20, 2025
Thursday, February 6, 2025	Thursday, February 20, 2025	2/21/25	11	Wednesday, March 5, 2025
Friday, February 21, 2025	Wednesday, March 5, 2025	3/6/25	9	Thursday, March 20, 2025
Thursday, March 6, 2025	Thursday, March 20, 2025	3/21/25	11	Friday, April 4, 2025
Thursday, March 21, 2025	Saturday, April 5, 2025	4/7/25	11	Friday, April 18, 2025
Sunday, April 6, 2025	Sunday, April 20, 2025	4/21/25	10	Monday, May 5, 2025
Monday, April 21, 2025	Monday, May 5, 2025	5/6/25	11	Tuesday, May 20, 2025
Tuesday, May 6, 2025	Tuesday, May 20, 2025	5/21/25	11	Thursday, June 5, 2025
Wednesday, May 21, 2025	Thursday, June 5, 2025	6/6/25	12	Friday, June 20, 2025
Friday, June 6, 2025	Friday, June 20, 2025	6/23/25	11	Thursday, July 3, 2025

**PLEASE NOTE: TIMESHEETS ARE DUE IN PAYROLL PRIOR TO THE END OF THE PAYDATE TO ACCOMMODATE HOLIDAYS**

**\*12 Month Calendar is applicable for 10 month, 11 month, and 12 month employees\***

**PLEASE NOTE: Timesheets not in the payroll office on the due date will NOT be paid. They will be paid on the next pay date. Timesheets must be approved by the appropriate supervisor to be eligible for payment. All time will be paid according to the approved time in Novatime; please review your time before it is due to ensure accuracy.**