

November 2025 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 5PM Payroll Open: Weekly (11/07)	4 Payroll Close: Weekly (11/07) 5PM Payroll Open:TchFell: (11/07)	5 TL Rpt Deadline: Weekly (11/14) TL Rpt Deadline: Biweekly (11/14) Payroll Close TchFell: (11/07)	6 TL Appr Deadline: Weekly (11/14) TL Appr Deadline: Biweekly (11/14)	7 Check Date: Weekly Check Date: Teaching Fellows	8
	Absence Processing		Absence Reporting Deadline	Absence Approval Deadline	Absence Processing	
9 9AM Payroll Open Biweekly Academic (11/14) 12PM Payroll Open Weekly (11/14) 12PM Payroll Open Biweekly Staff (11/14)	10 Payroll Close: Weekly (11/14) Payroll Close: Biweekly (All) (11/14)	11 Veteran's Day	12	13 TL Rpt Deadline: Weekly (11/21)	14 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (11/21)	15
				Absence Reporting Deadline	Absence Approval Deadline	
16	17 5PM Payroll Open: Weekly (11/21)	18 Payroll Close: Weekly (11/21) Payroll Open TchFell: (11/21) File Deadline: Stipend	19 TL Rpt Deadline: Weekly (11/28) TL Rpt Deadline: Biweekly (11/28) Payroll Close TchFell: (11/21)	20 TL Rpt Deadline: Weekly (11/28) TL Rpt Deadline: Biweekly (11/28)	21 Check Date: Weekly Check Date: Teaching Fellows	22
	Absence Accrual Cycle Absence Processing		Absence Reporting Deadline	Absence Approval Deadline	Absence Processing	
23 9AM Payroll Open Biweekly Academic (11/28) 12PM Payroll Open: Weekly (11/28) 12PM Payroll Opene: Biweekly (11/28)	24 Payroll Close: Weekly (11/28) Payroll Close: Biweekly (All) (11/28)	25 TL Rpt Deadline: Weekly (12/05) Payroll Opens/ Closes: Stipend (12/1)	26 TL Appr Deadline: Weekly (12/05)	27 Thanksgiving	28 Day After Thanksgiving Check Date: Weekly Check Date: Biweekly	29
30		Absence Reporting Deadline	Absence Approval Deadline			
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender			Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change			

December 2025 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Check Date: Stipend 5PM Payroll Open: Weekly (12/5) Absence Processing	2 Payroll Close: Weekly (12/05) 5 PMPayroll Opens: TchFell (12/05)	3 Payroll Close:TchFell (12/05)	4 TL Rpt Deadline: Weekly (12/12) TL Rpt Deadline: Biweekly (12/12) File Deadline: Stipend	5 Check Date: Weekly Check Date: Teaching Fellows TL Appr Deadline: Weekly (12/12) TL Appr Deadline: Biweekly (12/12) Absence Approval Deadline	6
	7 Absence Processing	8 9AM Payroll Open Biweekly Academic (12/12) 5PM Payroll Open Weekly (12/12) 5PM Payroll Open Biweekly Staff (12/12)	9 Payroll Close: Weekly (12/12) Payroll Close:Biweekly (All) (12/12)	10 Absence Reporting Deadline	11 TL Rpt Deadline: Weekly (12/19) Payroll Opens: Stipend (12/23)	12 Check Date: Weekly Check Date: BiWeekly TL Appr Deadline: Weekly (12/19) Payroll Closes: Stipend (12/23) Absence Approval Deadline
	14 Absence Processing	15 5PM Payroll Open Weekly (12/20)	16 Payroll Close: Weekly (12/20) 5PM Payroll Opens: TchFell (12/19)	17 TL Rpt Deadline: Weekly (12/26) TL Rpt Deadline: Biweekly (12/26) Payroll Close:TchFell (12/19)	18 TL Appr Deadline: Biweekly (12/26) TL Appr Deadline: Weekly (12/26)	19 Check Date: Weekly Check Date: Teaching Fellows
	21 9AM Payroll Open Biweekly Academic (12/26) 12PM Payroll Open Weekly (12/26) 12PM Payroll Open Biweekly Staff (12/26)	22 Payroll Close: Weekly (12/26) Payroll Open/Close:Biweekly (12/26)	23 Check Date: Stipend TL Rpt Deadline: Weekly (1/02) Absence Reporting Deadline	24 TL Appr Deadline: Weekly (1/02) Christmas Eve Half Day Absence Approval Deadline	25 Christmas Day	26 Winter Recess Check Date: Weekly Check Date: BiWeekly Absence Processing
	28 12PM Payroll Open: Weekly (1/02)	29 Winter Recess Payroll Close: Weekly (1/02) 5PM Payroll Opens: TchFell (1/02)	30 Winter Recess Payroll Close:TchFell (1/02)	31 Winter Recess Absence Reporting Deadline	1 New Year's Day Absence Approval Deadline	2 Check Date: Weekly Check Date: Teaching Fellows
	3 Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender					

Dates in Parentheses refer to the associated Check Date
All Dates/Deadlines subject to change

January 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				New Year's Day TL Rpt Deadline: Weekly (1/09) TL Rpt Deadline: Biweekly (1/09) Absence Reporting Deadline	Check Date: Weekly TL Appr Deadline: Weekly (1/09) TL Appr Deadline: Biweekly (1/09) Check Date: TchFell Absence Approval Deadline	
4	9AM Payroll Open Biweekly Academic (1/09) 5PM Payroll Open Weekly (1/09) 5PM Payroll Open Biweekly Staff (1/09) Absence Processing	Payroll Close: Weekly (1/09) Payroll Close: Biweekly All (1/09)	7	TL Rpt Deadline: Weekly (1/16) Absence Reporting Deadline	Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (1/16) Absence Approval Deadline	10
11	5PM Payroll Open Weekly (1/16) Absence Processing	Payroll Close: Weekly (1/16) 5PM Payroll Open TchFell: (1/16)	TL Rpt Deadline: Weekly (1/23) TL Rpt Deadline: Biweekly (1/23) Payroll Close TchFell: (1/16) Absence Reporting Deadline	TL Appr Deadline: Weekly (1/23) TL Appr Deadline: Biweekly (1/23) File Deadline: Stipend Absence Approval Deadline	Check Date: Weekly Check Date: TchFell Absence Accrual Cycle Absence Processing	17
18	Martin Luther King Day 9AM Payroll Open Biweekly Academic (1/23) 12PM Payroll Open: Weekly (1/23) 12PM Payroll Opene: Biweekly (1/23)	Payroll Close: Weekly (1/23) Payroll Close: Biweekly All (1/23)	21	TL Rpt Deadline: Weekly (1/30) Payroll Open: Stipend (1/30) Absence Reporting Deadline	Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (1/30) Payroll Closes: Stipend (1/30) Absence Approval Deadline	24
25	5 PM Payroll Open: Weekly (1/30) Absence Processing	Payroll Close: Weekly (1/30) 5 PM Payroll Open TchFell: (1/30)	Payroll Close TchFell: (1/30)	TL Rpt Deadline: Weekly (2/06) TL Rpt Deadline: Biweekly (2/06) Absence Reporting Deadline	TL Appr Deadline: Weekly (2/06) TL Appr Deadline: Biweekly (2/06) Check Date: TchFell Check Date: Stipend Check Date: Weekly Absence Approval Deadline	31
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender			Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change			

February 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 9AM Payroll Open Biweekly Academic (2/06) 5PM Payroll Open Weekly (2/06) 5PM Payroll Open Biweekly Staff (2/06) Absence Processing	2 Payroll Close: Weekly (2/06) Payroll Close: Biweekly All (2/06)	3	4 TL Rpt Deadline: Weekly (2/13) Absence Reporting Deadline	5 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (2/13) Absence Approval Deadline	6
8	5PM Payroll Open : Weekly (2/13) Absence Processing	9 Payroll Close: Weekly (2/13) 5pm Payroll Open TchFell: (2/13)	10 Payroll Close TchFell: (2/13) TL Rpt Deadline: Weekly (2/20) TL Rpt Deadline: Biweekly (2/20)	11 TL Appr Deadline: Weekly (2/20) TL Appr Deadline: Biweekly (2/20) File Deadline: Stipend	12 Check Date: Weekly Check Date: TchFell	13
15	16 President's Day 9AM Payroll Open Biweekly Academic (2/20) 12PM Payroll Open: Weekly (2/20) 12PM Payroll Opene: Biweekly (2/20)	17 Payroll Close: Weekly (2/20) Payroll Close: Biweekly All (2/20)	18 Absence Accrual Cycle	19 TL Rpt Deadline: Weekly (2/27) Payroll Open: Stipend (2/27)	20 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (2/27) Payroll Close: Stipend (2/27)	21
22	23 5PM Payroll Open: Weekly (2/27) Absence Processing	24 Payroll Close: Weekly (2/27) 5pm Payroll Open TchFell: (2/27)	25 Payroll Close TchFell: (2/27)	26 TL Rpt Deadline: Weekly (3/06) TL Rpt Deadline: Biweekly (3/06)	27 TL Appr Deadline: Weekly (3/06) TL Appr Deadline: Biweekly (3/06) Check Date: Stipend Check Date: TchFell Check Date: Weekly	28
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender		Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change				

March 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 9AM Payroll Open Biweekly Academic (3/06) 5PM Payroll Open Weekly (3/06) 5PM Payroll Open Biweekly Staff (3/06) Absence Processing	2 Payroll Close: Weekly (3/06) Payroll Close: Biweekly All (3/06)	3	4	5 TL Rpt Deadline: Weekly (3/13) Absence Reporting Deadline	6 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (3/13) Absence Approval Deadline	7
8 5pm Payroll Open: Weekly (3/13) Absence Processing	9 Payroll Close: Weekly (3/13) 5pm Payroll Open TchFell: (3/13)	10 Payroll Close TchFell: (3/13)	11 TL Rpt Deadline: Weekly (3/20) TL Rpt Deadline: Biweekly (3/20) Absence Reporting Deadline	12 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (3/20) TL Appr Deadline: Biweekly (3/20) Absence Approval Deadline	13	14
15 9AM Payroll Open Biweekly Academic (3/20) 5PM Payroll Open Weekly (3/20) 5PM Payroll Open Biweekly Staff (3/20) Absence Accrual Cycle Absence Processing	16 Payroll Close: Weekly (3/20) Payroll Close: Biweekly All (3/20)	17	18 TL Rpt Deadline: Weekly (3/27) File Deadline: Stipend Absence Reporting Deadline	19 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (3/27) Absence Approval Deadline	20	21
22 5PM Payroll Open: Weekly (3/27) Absence Processing	23 Payroll Close: Weekly (3/27) 5pm Payroll Open TchFell: (3/27)	24 Payroll Close TchFell: (3/27)	25 TL Rpt Deadline: Weekly (4/03) TL Rpt Deadline: Biweekly (4/03) Payroll Open: Stipend (4/01) Absence Reporting Deadline	26 Check Date: Weekly TL Appr Deadline: Weekly (4/03) TL Appr Deadline: Biweekly (4/03) Check Date: TchFell Payroll Close: Stipend (4/01) Absence Approval Deadline	27	28
29 9AM Payroll Open Biweekly Academic (4/03) 5PM Payroll Open Weekly (4/03) 5PM Payroll Open Biweekly Staff (4/03) Absence Processing	30 Payroll Close: Weekly (4/03) Payroll Close: Biweekly All (4/03)	31				
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender		Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change				

April 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Check Date: Stipend	2 TL Rpt Deadline: Weekly (4/10)	3 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (4/10)	4
				Absence Reporting Deadline	Absence Approval Deadline	
5	6 5PM Payroll Open: Weekly (4/10)	7 Payroll Close: Weekly (4/10) Payroll Open TchFell: (4/10)	8 Payroll Close TchFell: (4/10)	9 TL Rpt Deadline: Weekly (4/17) TL Rpt Deadline: Biweekly (4/17)	10 TL Appr Deadline: Weekly (4/17) TL Appr Deadline: Biweekly (4/17) Check Date: TchFell Check Date: Weekly	11
	Absence Processing			Absence Reporting Deadline	Absence Approval Deadline	
12	13 9AM Payroll Open Biweekly Academic (4/17) 5PM Payroll Open Weekly (4/17) 5PM Payroll Open Biweekly Staff (4/17)	14 Payroll Close: Weekly (4/17) Payroll Close: Biweekly All (4/17)	15	16 TL Rpt Deadline: Weekly (4/24) File Deadline: Stipend	17 Check Date: Weekly TL Appr Deadline: Weekly (4/24) Check Date: Biweekly	18
	Absence Processing			Absence Accrual Cycle Absence Reporting Deadline	Absence Approval Deadline	
19	20 5pm Payroll Open: Weekly (4/24)	21 Payroll Close: Weekly (4/24) 5pm Payroll Open TchFell: (4/24)	22 Payroll Close TchFell: (4/24)	23 TL Rpt Deadline: Weekly (5/01) TL Rpt Deadline: Biweekly (5/01) Payroll Open: Stipend (5/01)	24 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (5/01) TL Appr Deadline: Biweekly (5/01) Payroll Close: Stipend (5/01)	25
	Absence Processing			Absence Reporting Deadline	Absence Approval Deadline	
26	27 9AM Payroll Open Biweekly Academic (5/01) 5PM Payroll Open Weekly (5/01) 5PM Payroll Open Biweekly Staff (5/01)	28 Payroll Close: Weekly (5/01) Payroll Close: Biweekly All (5/01)	29	30 TL Rpt Deadline: Weekly (5/08)		
	Absence Processing			Absence Reporting Deadline		
Weekly = Yellow						
Biweekly = Blue						
Teaching Fellows = Gold						
Stipend = Lavender						

May 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (5/08) Absence Approval Deadline	2
3	4 5pm Payroll Open: Weekly (5/08) Absence Processing	5 Payroll Close: Weekly (5/08) 5pm Payroll Open TchFell: (5/08)	6 Payroll Close TchFell: (5/08)	7 TL Rpt Deadline: Weekly (5/15) TL Rpt Deadline: Biweekly (5/15) Absence Reporting Deadline	8 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (5/15) TL Appr Deadline: Biweekly (5/15) Absence Approval Deadline	9
10	11 9AM Payroll Open Biweekly Academic (5/15) 5PM Payroll Open Weekly (5/15) 5PM Payroll Open Biweekly Staff (5/15) Absence Processing	12 Payroll Close: Weekly (5/15) Payroll Close: Biweekly All (5/15)	13	14 TL Rpt Deadline: Weekly (5/22) Absence Reporting Deadline	15 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (5/22) Absence Accrual Cycle Absence Approval Deadline	16
17	18 5pm Payroll Open: Weekly (5/22) Absence Processing	19 Payroll Close: Weekly (5/22) File Deadline: Stipend 5pm Payroll Open TchFell: (5/22)	20 TL Rpt Deadline: Weekly (5/29) TL Rpt Deadline: Biweekly (5/29) Payroll Close TchFell: (5/22)	21 TL Appr Deadline: Weekly (5/29) TL Appr Deadline: Biweekly (5/29) Absence Approval Deadline	22 Check Date: Weekly Check Date: TchFell Absence Processing	23
24	25 Memorial Day 9AM Payroll Open Biweekly Academic (5/29) 12PM Payroll Open Weekly (5/29) 12PM Payroll Open Biweekly Staff (5/29)	26 Payroll Close: Weekly (5/29) Payroll Close: Biweekly All (5/29)	27 Payroll Open/ Close: Stipend (6/01)	28 TL Rpt Deadline: Weekly (6/05) Absence Reporting Deadline	29 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (6/05) Absence Approval Deadline	30
31						
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender			Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change			

June 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Check Date: Stipend 5pm Payroll Open: Weekly (6/05)	2 Payroll Close: Weekly (6/05) 5pm Payroll Open TchFell: (6/05)	3 Payroll Close TchFell: (6/05)	4 TL Rpt Deadline: Weekly (6/12) TL Rpt Deadline: Biweekly (6/12)	5 TL Appr Deadline: Weekly (6/12) TL Appr Deadline: Biweekly (6/12) Check Date: Weekly Check Date: TchFell	6
	Absence Processing			Absence Reporting Deadline	Absence Approval Deadline	
7	8 9AM Payroll Open Biweekly Academic (6/12) 5PM Payroll Open Weekly (6/12) 5PM Payroll Open Biweekly Staff (6/12)	9 Payroll Close: Weekly (6/12) Payroll Close: Biweekly All (6/12)	10 TL Rpt Deadline: Weekly (6/19)	11 TL Appr Deadline: Weekly (6/19)	12 Check Date: Biweekly Check Date: Weekly	13
	Absence Processing		Absence Reporting Deadline	Absence Approval Deadline		
14 12pm Payroll Open:	15 Payroll Close: Weekly (6/18) 5pm Payroll Open TchFell: (6/18)	16 Payroll Close TchFell: (6/18)	17 TL Rpt Deadline: Weekly (6/26) TL Rpt Deadline: Biweekly (6/26)	18 TL Appr Deadline: Weekly (6/26) TL Appr Deadline: Biweekly (6/26) Check Date: Weekly Check Date: TchFell File Deadline: Stipend	19 Juneteenth	20
	Absence Processing	Absence Accrual Cycle	Absence Reporting Deadline	Absence Approval Deadline		
21	22 9AM Payroll Open Biweekly Academic (6/26) 5PM Payroll Open Weekly (6/26) 5PM Payroll Open Biweekly Staff (6/26)	23 Payroll Close: Weekly (6/26) Payroll Close: Biweekly All (6/26)	24 TL Rpt Deadline: Weekly (7/02)	25 TL Appr Deadline: Weekly (7/02) Payroll Opens: Stipend (7/01)	26 Check Date: Weekly Check Date: Biweekly Payroll Close: Stipend (7/01)	27
	Absence Processing		Absence Reporting Deadline	Absence Approval Deadline	Absence Processing	
28 5pm Payroll Open: V	29 Payroll Close: Weekly (7/02) 5pm Payroll Open TchFell: (7/02)	30 Payroll Close TchFell: (7/02)				
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender			Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change			

July 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 TL Rpt Deadline: Weekly (7/10) TL Rpt Deadline: Biweekly (7/10) Check Date: Stipend	2 TL Appr Deadline: Weekly (7/10) TL Appr Deadline: Biweekly (7/10) Check Date: Weekly Check Date: TchFell	3 July 4th	4
			Absence Reporting Deadline	Absence Approval Deadline		
5	6 9AM Payroll Open Biweekly Academic (7/10) 5PM Payroll Open Weekly (7/10) 5PM Payroll Open Biweekly Staff (7/10) Absence Processing	7 Payroll Close: Weekly (7/11) Payroll Close: Biweekly All (7/11)	8	9 TL Rpt Deadline: Weekly (7/17)	10 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (7/17)	11
				Absence Reporting Deadline	Absence Approval Deadline	
12	13 5pm Payroll Open: Weekly (7/17) Absence Processing	14 Payroll Close: Weekly (7/17) 5pm Payroll Open TchFell: (7/17)	15 Payroll Close TchFell: (7/17)	16 TL Rpt Deadline: Weekly (7/24) TL Rpt Deadline: Biweekly (7/24) File Deadline: Stipend Absence Accrual Cycle Absence Reporting Deadline	17 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (7/24) TL Appr Deadline: Biweekly (7/24) Absence Approval Deadline	18
19 9AM Payroll Open Biweekly Academic (7/24) 5PM Payroll Open Weekly (7/24) 5PM Payroll Open Biweekly Staff (7/24) Absence Processing	20 Payroll Close: Weekly (7/24) Payroll Close: Biweekly All (7/24)	21	22 TL Rpt Deadline: Weekly (7/31) Payroll Opens: Stipend (7/31)	23 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (7/31) Payroll Closes Stipend (7/31)	24	25
			Absence Reporting Deadline	Absence Approval Deadline		
26 5pm Payroll Open: Weekly (7/31) Absence Processing	27 Payroll Close: Weekly (7/31) 5pm Payroll Open TchFell: (7/31)	28 Payroll Close TchFell: (7/31)	29	30 TL Rpt Deadline: Weekly (8/07) TL Rpt Deadline: Biweekly (8/07)	31 TL Appr Deadline: Weekly (8/07) TL Appr Deadline: Biweekly (8/07) Check Date: Weekly Check Date: TchFell Check Date: Stipend	
			Absence Reporting Deadline	Absence Approval Deadline		
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender			Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change			

August 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 9AM Payroll Open Biweekly Academic (8/07) 5PM Payroll Open Weekly (8/07) 5PM Payroll Open Biweekly Staff (8/07) Absence Processing	4 Payroll Close: Weekly (8/07) Payroll Close: Biweekly All (8/07)	5	6 TL Rpt Deadline: Weekly (8/14) Absence Reporting Deadline	7 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (8/14) Absence Approval Deadline	8
9	10 5pm Payroll Open: Weekly (8/14) Absence Processing	11 Payroll Close: Weekly (8/14) 5pm Payroll Open TchFell: (8/14)	12 Payroll Close TchFell: (8/14)	13 TL Rpt Deadline: Weekly (8/21) TL Rpt Deadline: Biweekly (8/21) Absence Reporting Deadline	14 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (8/21) TL Appr Deadline: Biweekly (8/21) Absence Approval Deadline	15
16	17 9AM Payroll Open Biweekly Academic (8/21) 5PM Payroll Open Weekly (8/21) 5PM Payroll Open Biweekly Staff (8/21) Absence Accrual Cycle Absence Processing	18 Payroll Close: Weekly (8/21) Payroll Close: Biweekly All (8/21)	19	20 TL Rpt Deadline: Weekly (8/28) File Deadline: Stipend Absence Reporting Deadline	21 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (8/28) Absence Approval Deadline	22
23	24 5pm Payroll Open: Weekly (8/28) Absence Processing	25 Payroll Close: Weekly (8/28) 5pm Payroll Open TchFell: (8/28)	26 Payroll Close TchFell: (8/28)	27 TL Rpt Deadline: Weekly (9/04) TL Rpt Deadline: Biweekly (9/04) Payroll Open/ Close: Stipend (9/01) Absence Reporting Deadline	28 TL Appr Deadline: Weekly (9/04) TL Appr Deadline: Biweekly (9/04) Check Date: Weekly Check Date: TchFell Absence Approval Deadline	29
30	31 9AM Payroll Open Biweekly Academic (9/04) 5PM Payroll Open Weekly (9/04) 5PM Payroll Open Biweekly Staff (9/04) Absence Processing					
Weekly = Yellow		Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change				
Biweekly = Blue						
Teaching Fellows = Gold						
Stipend = Lavender						

Dates in Parentheses refer to the associated Check Date
All Dates/Deadlines subject to change

September 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Payroll Close: Weekly (9/04) Payroll Close: Biweekly All (9/04) Check Date: Stipend	2 TL Rpt Deadline: Weekly (9/11) Absence Reporting Deadline	3 TL Appr Deadline: Weekly (9/11) Absence Approval Deadline	4 Check Date: Weekly Check Date: Biweekly Absence Processing	5
6	7 Labor Day 12pm Payroll Open: Weekly (9/11)	8 Payroll Close: Weekly (9/11) 5pm Payroll Open TchFell: (9/11)	9 Payroll Close TchFell: (9/11)	10 TL Rpt Deadline: Weekly (9/18) TL Rpt Deadline: Biweekly (9/18) Absence Reporting Deadline	11 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (9/18) TL Appr Deadline: Biweekly (9/18) Absence Approval Deadline	12
13	14 9AM Payroll Open Biweekly Academic (9/18) 5PM Payroll Open Weekly (9/18) 5PM Payroll Open Biweekly Staff (9/18) Absence Processing	15 Payroll Close: Weekly (9/18) Payroll Close: Biweekly All (9/18)	16 Absence Accrual Cycle	17 TL Rpt Deadline: Weekly (9/25) File Deadline: Stipend Absence Reporting Deadline	18 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (9/25) Absence Approval Deadline	19
20	21 5pm Payroll Open: Weekly (9/25) Absence Processing	22 Payroll Close: Weekly (9/25) 5pm Payroll Open TchFell: (9/25)	23 Payroll Close TchFell: (9/25)	24 TL Rpt Deadline: Weekly (10/02) TL Rpt Deadline: Biweekly (10/02) Payroll Opens: Stipend (10/1) Absence Reporting Deadline	25 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (10/02) TL Appr Deadline: Biweekly (10/02) Payroll Closes: Stipend (10/1) Absence Approval Deadline	26
27	28 9AM Payroll Open Biweekly Academic (10/02) 5PM Payroll Open Weekly (10/02) 5PM Payroll Open Biweekly Staff (10/02) Absence Processing	29 Payroll Close: Weekly (10/02) Payroll Close: Biweekly All (10/02)	30			
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender		All Dates/Deadlines subject to change				

October 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 TL Rpt Deadline: Weekly (10/09) Check Date: Stipend	2 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (10/09)	3
				Absence Reporting Deadline	Absence Approval Deadline	
4	5 5pm Payroll Open: Weekly (10/09)	6 Payroll Close: Weekly (10/09) 5pm Payroll Open TchFell: (10/09)	7 Payroll Close TchFell: (10/09) TL Rpt Deadline: Weekly (10/16) TL Rpt Deadline: Biweekly (10/16)	8 TL Appr Deadline: Weekly (10/16) TL Appr Deadline: Biweekly (10/16)	9 Check Date: Weekly Check Date: TchFell	10
	Absence Processing		Absence Reporting Deadline	Absence Approval Deadline	Absence Processing	
11	12 Columbus Day 9AM Payroll Open Biweekly Academic (10/16) 12PM Payroll Open Weekly (10/16) 12PM Payroll Open Biweekly Staff (10/16)	13 Payroll Close: Weekly (10/16) Payroll Close: Biweekly All (10/16)	14	15 TL Rpt Deadline: Weekly (10/23) File Deadline: Stipend Absence Reporting Deadline	16 Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (10/23) File Deadline: Stipend Absence Accrual Cycle Absence Approval Deadline	17
18	19 5pm Payroll Open: Weekly (10/23)	20 Payroll Close: Weekly (10/23) 5pm Payroll Open TchFell: (10/23)	21 Payroll Close TchFell: (10/23)	22 TL Rpt Deadline: Weekly (10/30) TL Rpt Deadline: Biweekly (10/30) Payroll Closes: Opens (10/30)	23 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (10/30) TL Appr Deadline: Biweekly (10/30) Payroll Closes: Stipend (10/30)	24
	Absence Processing			Absence Reporting Deadline	Absence Approval Deadline	
25	26 9AM Payroll Open Biweekly Academic (10/30) 5PM Payroll Open Weekly (10/30) 5PM Payroll Open Biweekly Staff (10/30)	27 Payroll Close: Weekly (10/30) Payroll Close: Biweekly All (10/30)	28	29 TL Rpt Deadline: Weekly (11/06)	30 Check Date: Monthly Check Date: Stipend Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (11/06)	31
	Absence Processing			Absence Reporting Deadline	Absence Approval Deadline	
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender		Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change				

November 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	5pm Payroll Open: Weekly (11/06)	Payroll Close: Weekly (11/06) 5pm Payroll Open TchFell: (11/06)	Payroll Close TchFell: (11/06) TL Rpt Deadline: Weekly (11/13) TL Rpt Deadline: Biweekly (11/13)	TL Appr Deadline: Weekly (11/13) TL Appr Deadline: Biweekly (11/13)	Check Date: Weekly Check Date: TchFell	
	Absence Processing		Absence Reporting Deadline	Absence Approval Deadline	Absence Processing	
8	9	10	11	12	13	14
9AM Payroll Open Biweekly Academic (11/13) 12PM Payroll Open Weekly (11/13) 12PM Payroll Open Biweekly Staff (11/13)	Payroll Close: Weekly (11/13) Payroll Close: Biweekly All (11/13)		Veteran's Day	TL Rpt Deadline: Weekly (11/20)	Check Date: Weekly Check Date: Biweekly TL Appr Deadline: Weekly (11/20)	
				Absence Reporting Deadline	Absence Approval Deadline	
15	16	17	18	19	20	21
5pm Payroll Open: Weekly (11/20)	Payroll Close: Weekly (11/20) 5pm Payroll Open TchFell: (11/20)	Payroll Close TchFell: (11/20) File Deadline: Stipend	TL Rpt Deadline: Weekly (11/27) TL Rpt Deadline: Biweekly (11/27)	TL Rpt Deadline: Weekly (11/27) TL Rpt Deadline: Biweekly (11/27)	Check Date: Weekly Check Date: TchFell	
	Absence Processing Absence Accrual Cycle		Absence Reporting Deadline	Absence Approval Deadline	Absence Processing	
22	23	24	25	26	27	28
9AM Payroll Open Biweekly Academic (11/27) 12PM Payroll Open Weekly (11/27) 12PM Payroll Open Biweekly Staff (11/27)	Payroll Close: Weekly (11/27) Payroll Close: Biweekly All (11/27)	TL Rpt Deadline: Weekly (12/04) Payroll Opens: Stipend (12/1)	TL Appr Deadline: Weekly (12/04) Payroll Closes: Stipend (12/1)	Thanksgiving	Day After Thanksgiving Check Date: Weekly Check Date: Biweekly	
	Absence Processing	Absence Reporting Deadline	Absence Approval Deadline			
29	30					
	5pm Payroll Open: Weekly (12/04) Absence Processing					
Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender			Dates in Parentheses refer to the associated Check Date All Dates/Deadlines subject to change			

December 2026 TL/Payroll Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Payroll Close: Weekly (12/04) Check Date: Stipend 5pm Payroll Open: TchFell (12/04)	2 Payroll Close: TchFell (12/04)	3 TL Rpt Deadline: Weekly (12/11) TL Rpt Deadline: Biweekly (12/11) File Deadline: Stipend	4 Check Date: Weekly Check Date: TchFell TL Appr Deadline: Weekly (12/11) TL Appr Deadline: Biweekly (12/11) Absence Reporting Deadline Absence Approval Deadline	5
	6 9AM Payroll Open Biweekly Academic (12/11) 5PM Payroll Open Weekly (12/11) 5PM Payroll Open Biweekly Staff (12/11) Absence Processing	7 Payroll Close: Weekly (12/11) Payroll Close:Biweekly All (12/11)	8	9 TL Rpt Deadline: Weekly (12/18) Payroll Opens: Stipend (12/23)	10 Check Date: Weekly Check Date: BiWeekly TL Appr Deadline: Weekly (12/18) Payroll Closes: Stipend (12/23) Absence Reporting Deadline Absence Approval Deadline	11
	13 5pm Payroll Open: Weekly (12/19) Absence Processing	14 Payroll Close: Weekly (12/19) 5pm Payroll Open: TchFell (12/18)	15 TL Rpt Deadline: Weekly (12/23) TL Rpt Deadline: Biweekly (12/23) Payroll Close: TchFell (12/18) Absence Accrual Cycle Absence Reporting Deadline	16 TL Appr Deadline: Biweekly (12/23) TL Appr Deadline: Weekly (12/234)	17 Check Date: Weekly Check Date: TchFell Absence Approval Deadline Absence Processing	18
	20 9AM Payroll Open Biweekly Academic (12/24) 12PM Payroll Open Weekly (12/24) 12PM Payroll Open Biweekly Staff (12/24)	21 Payroll Close: Weekly (12/23) Payroll Close:Biweekly All(12/23)	22 TL Rpt Deadline: Weekly (12/31) Absence Reporting Deadline	23 Check Date: Stipend Check Date: Weekly Check Date: BiWeekly TL Appr Deadline: Weekly (12/31) Absence Approval Deadline	24 Christmas Eve Half Day	25
	27 5pm Payroll Open: Weekly (12/31) Weekly = Yellow Biweekly = Blue Teaching Fellows = Gold Stipend = Lavender	28 Winter Recess Payroll Close: Weekly (12/31) 5pm Payroll Open:TchFell (12/31)	29 Winter Recess Payroll Close:TchFell (12/31)	30 Winter Recess TL Rpt Deadline: Weekly (1/2) TL Rpt Deadline: Biweekly (1/2) TL Appr Deadline: Biweekly (1/2) TL Appr Deadline: Weekly (1/2) Check Date: Weekly Check Date: TchFell	31 New Year's Day	1 2

Dates in Parentheses refer to the associated Check Date
All Dates/Deadlines subject to change