



Cycle 2

NON-BENEFITED Employee 2024-2025 Pay Schedule

Ver: 6/11/2024

PAY PERIOD	PAYROLL NUMBER	TIMESHEET DUE DATES due by 10 A.M.		TIMESHEET CUT OFF	PAF CUT OFF	PAYDAY	
				TIMESHEETS SUBMITTED AFTER THIS WILL BE PROCESSED AT A LATER DATE (PAYROLL'S DISCRETION)	DUE BY 10 A.M. PAFs SUBMITTED AFTER THIS WILL BE PROCESSED FOR THE FOLLOWING PAY PERIOD		
July 1-15	2402140	Monday	7/15/2024	7/15/2024 2 P.M.	Due by 7/7/2024	Thursday	7/25/2024
July 16-31	2402150	Wednesday	7/31/2024	7/31/2024 2 P.M.	Due by 7/22/2024	Friday	8/9/2024
Aug 1-15	2402160	Thursday	8/15/2024	8/15/2024 2 P.M.	Due by 8/7/2024	Friday	8/23/2024
Aug 16-31	2402170	Thursday	8/29/2024	8/29/2024 2 P.M.	Due by 8/22/2024	Tuesday	9/10/2024
Sept 1-15	2402180	Friday	9/13/2024	9/13/2024 2 P.M.	Due by 9/7/2024	Wednesday	9/25/2024
Sept 16-30	2402190	Monday	9/30/2024	9/30/2024 2 P.M.	Due by 9/22/2024	Thursday	10/10/2024
Oct 1-15	2402200	Tuesday	10/15/2024	10/15/2024 2 P.M.	Due by 10/7/2024	Friday	10/25/2024
Oct 16-31	2402210	Thursday	10/31/2024	10/31/2024 2 P.M.	Due by 10/22/2024	Friday	11/8/2024
Nov 1-15	2402220	Friday	11/15/2024	11/15/2024 2 P.M.	Due by 11/7/2024	Monday	11/25/2024
Nov 16-30	2402230	Wednesday	11/27/2024	11/27/2024 2 P.M.	Due by 11/22/2024	Tuesday	12/10/2024
Dec 1-15	2402240	Friday	12/13/2024	12/13/2024 2 P.M.	Due by 12/7/2024	Tuesday	12/24/2024
Dec 16-31	2502010	Friday	12/20/2024	12/20/2024 2 P.M.	Due by 12/20/2024	Friday	1/10/2025
Jan 1-15	2502020	Tuesday	1/14/2025	1/14/2025 2 P.M.	Due by 1/7/2025	Friday	1/24/2025
Jan 16-31	2502030	Friday	1/31/2025	1/31/2025 2 P.M.	Due by 1/22/2025	Monday	2/10/2025
Feb 1-15	2502040	Friday	2/14/2025	2/14/2025 2 P.M.	Due by 2/7/2025	Tuesday	2/25/2025
Feb 16-28	2502050	Friday	2/28/2025	2/28/2025 2 P.M.	Due by 2/22/2025	Monday	3/10/2025
Mar 1-15	2502060	Friday	3/14/2025	3/14/2025 2 P.M.	Due by 3/7/2025	Tuesday	3/25/2025
Mar 16-31	2502070	Friday	3/28/2025	3/28/2025 2 P.M.	Due by 3/22/2025	Thursday	4/10/2025
Apr 1-15	2502080	Tuesday	4/15/2025	4/15/2025 2 P.M.	Due by 4/7/2025	Friday	4/25/2025
Apr 16-30	2502090	Wednesday	4/30/2025	4/30/2025 2 P.M.	Due by 4/22/2025	Friday	5/9/2025
May 1-15	2502100	Thursday	5/15/2025	5/15/2025 2 P.M.	Due by 4/7/2025	Friday	5/23/2025
May 16-31	2502110	Friday	5/30/2025	5/30/2025 2 P.M.	Due by 5/22/2025	Tuesday	6/10/2025
June 1-15	2502120	Thursday	6/12/2025	6/12/2025 2 P.M.	Due by 6/7/2025	Wednesday	6/25/2025
June 16-30	2502130	Friday	6/27/2025	6/27/2025 2 P.M.	Due by 6/22/2025	Thursday	7/10/2025