

Payroll & Employee Benefits Calendar Year 2025

PAYROLL SCHEDULE

Banner Pay #	Pay Period Dates	UKG Due Date (2pm)	Pay Date	Calendar Year	Academic Year BSU	Defer Pay Academic Year BSU	Semesterly Faculty BSU	Academic Year Burris & Indiana Academy	Defer Pay Academic Year Burris & Indiana Academy
01	12/22/24 - 1/4/2025	1/6/25	1/10/25	First Pay	11	11		12	12
02	1/5/25 - 1/18/25	1/21/25 ^	1/24/25	02	12	12		13	13
03	1/19/25 - 2/1/25	2/3/25	2/7/25	03	13	13	First pay*	14	14
04	2/2/25 - 2/15/25	2/17/25	2/21/25	04	14	14	02*	15	15
05	2/16/25 - 3/1/25	3/3/25	3/7/25	05	15	15	03*	16	16
06	3/2/25 - 3/15/25	3/17/25	3/21/25	06	16	16	04*	17	17
07	3/16/25 - 3/29/25	3/31/25	4/4/25	07	17	17	05*	18	18
08	3/30/25 - 4/12/25	4/14/25	4/18/25	08	18	18	06*	19	19
09	4/13/25 - 4/26/25	4/28/25	5/2/25	09	19	19	07*	20	20
10	4/27/25 - 5/10/25	5/12/25	5/16/25	10	Last Pay*	20*	Last Pay*	21*	21*
11	5/11/25 - 5/24/25	5/27/25 ^	5/30/25	11		21*		Last Pay*	22*
12	5/25/25 - 6/7/25	6/9/25	6/13/25	12	1st Summer*	22*			23*
13	6/8/25 - 6/21/25	6/23/25	6/27/25	13	1st Summer*	23*			24*
14	6/22/25 - 7/5/25	7/7/25	7/11/25	14	2nd Summer*	24*			25*
15	7/6/25 - 7/19/25	7/21/25	7/25/25	15	2nd Summer*	25*			Last Pay*
16	7/20/25 - 8/2/25	8/4/25	8/8/25	16		Last Pay*		First Pay*	First Pay*
17	8/3/25 - 8/16/25	8/18/25	8/22/25	17	First Pay*	First Pay*		02*	02*
18	8/17/25 - 8/30/25	9/2/25 ^	9/5/25	18	02	02		03	03
19	8/31/25 - 9/13/25	9/15/25	9/19/25	19	03	03	First Pay*	04	04
20	9/14/25 - 9/27/25	9/29/25	10/3/25	20	04	04	02*	05	05
21	9/28/25 - 10/11/25	10/13/25	10/17/25	21	05	05	03*	06	06
22	10/12/25 - 10/25/25	10/27/25	10/31/25	22	06	06	04*	07	07
23	10/26/25 - 11/8/25	11/10/25	11/14/25	23	07	07	05*	08	08
24	11/9/25 - 11/22/25	11/24/25 ^	11/26/25	24	08	08	06*	09	09
25	11/23/25 - 12/6/25	12/8/25	12/12/25	25	09	09	07*	10	10
26	12/7/25 - 12/20/25	12/22/25 ^	12/26/25	Last Pay	10	10	Last Pay*	11	11

Important Notes:

(*) Indicates no benefit deductions withheld from that pay.

(^) Indicates UKG Approvals due at noon due to holiday schedule.

Calendar Year is paid on 26 pays beginning in January.

Academic Year BSU is paid on 20 pays beginning in August.

Defer Pay Academic Year BSU is paid on 26 pays beginning in August.

Semesterly Faculty BSU is paid on 8 pays beginning in February or September.

Academic Year Burris & Indiana Academy are paid on 22 pays beginning in August.

Defer Pay Academic Year Burris & Indiana Academy are paid on 26 pays beginning in August.

Summer sessions are paid on 4 pays, 2 for first semester and 2 for second semester.

