

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 1 Lag	3/27-4/9	4/23/2025	4/7/2025	4/8/2025	4/8/2025	4/3/2025 Noon - 4/11/2025	4/15/2025	4/17/2025 Noon - 4/18/2025	4/18/2025
Admin 2 Curr	4/10-4/23	4/23/2025	4/7/2025	4/8/2025	4/8/2025	4/3/2025 Noon - 4/11/2025	4/15/2025	4/17/2025 Noon - 4/18/2025	4/18/2025
Admin 26 Extra Lag	3/20-4/2	4/23/2025	4/7/2025	4/8/2025	4/8/2025	4/3/2025 Noon - 4/11/2025	4/15/2025	4/17/2025 Noon - 4/18/2025	4/18/2025
Inst 1 Lag	4/3-4/16	5/1/2025	4/14/2025	4/15/2025	4/15/2025	4/10/2025 Noon - 4/18/2025	4/22/2025	4/24/2025 Noon - 4/25/2025	4/25/2025
Inst 2 Curr	4/17-4/30	5/1/2025	4/14/2025	4/15/2025	4/15/2025	4/10/2025 Noon - 4/18/2025	4/22/2025	4/24/2025 Noon - 4/25/2025	4/25/2025
Inst 1 Extra Lag	3/27-4/9	5/1/2025	4/14/2025	4/15/2025	4/15/2025	4/10/2025 Noon - 4/18/2025	4/22/2025	4/24/2025 Noon - 4/25/2025	4/25/2025
Admin 2 Lag	4/10-4/23	5/7/2025	4/22/2025	4/23/2025	4/23/2025	4/17/2025 Noon - 4/25/2025	4/29/2025	5/1/2025 Noon - 5/2/2025	5/2/2025
Admin 3 Curr	4/24-5/7	5/7/2025	4/22/2025	4/23/2025	4/23/2025	4/17/2025 Noon - 4/25/2025	4/29/2025	5/1/2025 Noon - 5/2/2025	5/2/2025
Admin 1 Extra Lag	4/3-4/16	5/7/2025	4/22/2025	4/23/2025	4/23/2025	4/17/2025 Noon - 4/25/2025	4/29/2025	5/1/2025 Noon - 5/2/2025	5/2/2025
Inst 2 Lag	4/17-4/30	5/15/2025	4/29/2025	4/30/2025	4/30/2025	4/24/2025 Noon - 5/2/2025	5/6/2025	5/8/2025 Noon - 5/9/2025	5/9/2025
Inst 3 Curr	5/1-5/14	5/15/2025	4/29/2025	4/30/2025	4/30/2025	4/24/2025 Noon - 5/2/2025	5/6/2025	5/8/2025 Noon - 5/9/2025	5/9/2025
Inst 2 Extra Lag	4/10-4/23	5/15/2025	4/29/2025	4/30/2025	4/30/2025	4/24/2025 Noon - 5/2/2025	5/6/2025	5/8/2025 Noon - 5/9/2025	5/9/2025
Admin 3 Lag	4/24-5/7	5/21/2025	5/6/2025	5/7/2025	5/7/2025	5/1/2025 Noon - 5/9/2025	5/13/2025	5/15/2025 Noon - 5/16/2025	5/16/2025
Admin 4 Curr	5/8-5/21	5/21/2025	5/6/2025	5/7/2025	5/7/2025	5/1/2025 Noon - 5/9/2025	5/13/2025	5/15/2025 Noon - 5/16/2025	5/16/2025

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 2 Extra Lag	4/17-4/30	5/21/2025	5/6/2025	5/7/2025	5/7/2025	5/1/2025 Noon - 5/9/2025	5/13/2025	5/15/2025 Noon - 5/16/2025	5/16/2025
Inst 3 Lag	5/1-5/14	5/29/2025	5/13/2025	5/14/2025	5/14/2025	5/8/2025 Noon - 5/16/2025	5/20/2025	5/22/2025 Noon - 5/23/2025	5/23/2025
Inst 4 Curr	5/15-5/28	5/29/2025	5/13/2025	5/14/2025	5/14/2025	5/8/2025 Noon - 5/16/2025	5/20/2025	5/22/2025 Noon - 5/23/2025	5/23/2025
Inst 3 Extra Lag	4/24-5/7	5/29/2025	5/13/2025	5/14/2025	5/14/2025	5/8/2025 Noon - 5/16/2025	5/20/2025	5/22/2025 Noon - 5/23/2025	5/23/2025
Admin 4 Lag	5/8-5/21	6/4/2025	5/19/2025	5/20/2025	5/20/2025	5/15/2025 Noon - 5/23/2025	5/27/2025	5/29/2025 Noon - 5/30/2025	5/30/2025
Admin 5 Curr	5/22-6/4	6/4/2025	5/19/2025	5/20/2025	5/20/2025	5/15/2025 Noon - 5/23/2025	5/27/2025	5/29/2025 Noon - 5/30/2025	5/30/2025
Admin 3 Extra Lag	5/1-5/14	6/4/2025	5/19/2025	5/20/2025	5/20/2025	5/15/2025 Noon - 5/23/2025	5/27/2025	5/29/2025 Noon - 5/30/2025	5/30/2025
Inst 4 Lag	5/15-5/28	6/12/2025	5/27/2025	5/28/2025	5/28/2025	5/22/2025 Noon - 5/30/2025	6/3/2025	6/5/2025 Noon - 6/6/2025	6/6/2025
Inst 5 Curr	5/29-6/11	6/12/2025	5/27/2025	5/28/2025	5/28/2025	5/22/2025 Noon - 5/30/2025	6/3/2025	6/5/2025 Noon - 6/6/2025	6/6/2025
Inst 4 Extra Lag	5/8-5/21	6/12/2025	5/27/2025	5/28/2025	5/28/2025	5/22/2025 Noon - 5/30/2025	6/3/2025	6/5/2025 Noon - 6/6/2025	6/6/2025
Admin 5 Lag	5/22-6/4	6/18/2025	6/3/2025	6/4/2025	6/4/2025	5/29/2025 Noon - 6/6/2025	6/10/2025	6/12/2025 Noon - 6/13/2025	6/13/2025
Admin 6 Curr	6/5-6/18	6/18/2025	6/3/2025	6/4/2025	6/4/2025	5/29/2025 Noon - 6/6/2025	6/10/2025	6/12/2025 Noon - 6/13/2025	6/13/2025
Admin 4 Extra Lag	5/15-5/28	6/18/2025	6/3/2025	6/4/2025	6/4/2025	5/29/2025 Noon - 6/6/2025	6/10/2025	6/12/2025 Noon - 6/13/2025	6/13/2025
Inst 5 Lag	5/29-6/11	6/26/2025	6/9/2025	6/10/2025	6/10/2025	6/5/2025 Noon - 6/13/2025	6/16/2025	6/19/2025 Noon - 6/20/2025	6/20/2025

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Inst 6 Curr	6/12-6/25	6/26/2025	6/9/2025	6/10/2025	6/10/2025	6/5/2025 Noon - 6/13/2025	6/16/2025	6/19/2025 Noon - 6/20/2025	6/20/2025
Inst 5 Extra Lag	5/22-6/4	6/26/2025	6/9/2025	6/10/2025	6/10/2025	6/5/2025 Noon - 6/13/2025	6/16/2025	6/19/2025 Noon - 6/20/2025	6/20/2025
Admin 6 Lag	6/5-6/18	7/2/2025	6/16/2025	6/17/2025	6/17/2025	6/12/2025 Noon - 6/20/2025	6/24/2025	NONE	6/27/2025
Admin 7 Curr	6/19-7/2	7/2/2025	6/16/2025	6/17/2025	6/17/2025	6/12/2025 Noon - 6/20/2025	6/24/2025	NONE	6/27/2025
Admin 5 Extra Lag	5/29-6/11	7/2/2025	6/16/2025	6/17/2025	6/17/2025	6/12/2025 Noon - 6/20/2025	6/24/2025	NONE	6/27/2025
Inst 6 Lag	6/12-6/25	7/10/2025	6/23/2025	6/24/2025	6/24/2025	6/19/2025 Noon - 6/27/2025	6/30/2025	NONE	7/3/2025
Inst 7 Curr	6/26-7/9	7/10/2025	6/23/2025	6/24/2025	6/24/2025	6/19/2025 Noon - 6/27/2025	6/30/2025	NONE	7/3/2025
Inst 6 Extra Lag	6/5-6/18	7/10/2025	6/23/2025	6/24/2025	6/24/2025	6/19/2025 Noon - 6/27/2025	6/30/2025	NONE	7/3/2025
Admin 7 Lag	6/19-7/2	7/16/2025	6/30/2025	7/1/2025	7/1/2025	6/26/2025 Noon - 7/4/2025	7/8/2025	7/10/2025 Noon - 7/11/2025	7/11/2025
Admin 8 Curr	7/3-7/16	7/16/2025	6/30/2025	7/1/2025	7/1/2025	6/26/2025 Noon - 7/4/2025	7/8/2025	7/10/2025 Noon - 7/11/2025	7/11/2025
Admin 6 Extra Lag	6/12-6/25	7/16/2025	6/30/2025	7/1/2025	7/1/2025	6/26/2025 Noon - 7/4/2025	7/8/2025	7/10/2025 Noon - 7/11/2025	7/11/2025
Inst 7 Lag	6/26-7/9	7/24/2025	7/8/2025	7/9/2025	7/9/2025	7/3/2025 Noon - 7/11/2025	7/15/2025	7/17/2025 Noon - 7/18/2025	7/18/2025
Inst 8 Curr	7/10-7/23	7/24/2025	7/8/2025	7/9/2025	7/9/2025	7/3/2025 Noon - 7/11/2025	7/15/2025	7/17/2025 Noon - 7/18/2025	7/18/2025
Inst 7 Extra Lag	6/19-7/2	7/24/2025	7/8/2025	7/9/2025	7/9/2025	7/3/2025 Noon - 7/11/2025	7/15/2025	7/17/2025 Noon - 7/18/2025	7/18/2025

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 8 Lag	7/3-7/16	7/30/2025	7/15/2025	7/16/2025	7/16/2025	7/10/2025 Noon - 7/18/2025	7/22/2025	7/24/2025 Noon - 7/25/2025	7/25/2025
Admin 9 Curr	7/17-7/30	7/30/2025	7/15/2025	7/16/2025	7/16/2025	7/10/2025 Noon - 7/18/2025	7/22/2025	7/24/2025 Noon - 7/25/2025	7/25/2025
Admin 7 Extra Lag	6/26-7/9	7/30/2025	7/15/2025	7/16/2025	7/16/2025	7/10/2025 Noon - 7/18/2025	7/22/2025	7/24/2025 Noon - 7/25/2025	7/25/2025
Inst 8 Lag	7/10-7/23	8/7/2025	7/22/2025	7/23/2025	7/23/2025	7/17/2025 Noon - 7/25/2025	7/29/2025	7/31/2025 Noon - 8/1/2025	8/1/2025
Inst 9 Curr	7/24-8/6	8/7/2025	7/22/2025	7/23/2025	7/23/2025	7/17/2025 Noon - 7/25/2025	7/29/2025	7/31/2025 Noon - 8/1/2025	8/1/2025
Inst 8 Extra Lag	7/3-7/16	8/7/2025	7/22/2025	7/23/2025	7/23/2025	7/17/2025 Noon - 7/25/2025	7/29/2025	7/31/2025 Noon - 8/1/2025	8/1/2025
Admin 9 Lag	7/17-7/30	8/13/2025	7/29/2025	7/30/2025	7/30/2025	7/24/2025 Noon - 8/1/2025	8/5/2025	8/7/2025 Noon - 8/8/2025	8/8/2025
Admin 10 Curr	7/31-8/13	8/13/2025	7/29/2025	7/30/2025	7/30/2025	7/24/2025 Noon - 8/1/2025	8/5/2025	8/7/2025 Noon - 8/8/2025	8/8/2025
Admin 8 Extra Lag	7/10-7/23	8/13/2025	7/29/2025	7/30/2025	7/30/2025	7/24/2025 Noon - 8/1/2025	8/5/2025	8/7/2025 Noon - 8/8/2025	8/8/2025
Inst 9 Lag	7/24-8/6	8/21/2025	8/5/2025	8/6/2025	8/6/2025	7/31/2025 Noon - 8/8/2025	8/12/2025	8/14/2025 Noon - 8/15/2025	8/15/2025
Inst 10 Curr	8/7-8/20	8/21/2025	8/5/2025	8/6/2025	8/6/2025	7/31/2025 Noon - 8/8/2025	8/12/2025	8/14/2025 Noon - 8/15/2025	8/15/2025
Inst 9 Extra Lag	7/17-7/30	8/21/2025	8/5/2025	8/6/2025	8/6/2025	7/31/2025 Noon - 8/8/2025	8/12/2025	8/14/2025 Noon - 8/15/2025	8/15/2025
Admin 10 Lag	7/31-8/13	8/27/2025	8/12/2025	8/13/2025	8/13/2025	8/7/2025 Noon - 8/15/2025	8/19/2025	8/21/2025 Noon - 8/22/2025	8/22/2025
Admin 11 Curr	8/14-8/27	8/27/2025	8/12/2025	8/13/2025	8/13/2025	8/7/2025 Noon - 8/15/2025	8/19/2025	8/21/2025 Noon - 8/22/2025	8/22/2025

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 9 Extra Lag	7/24-8/6	8/27/2025	8/12/2025	8/13/2025	8/13/2025	8/7/2025 Noon - 8/15/2025	8/19/2025	8/21/2025 Noon - 8/22/2025	8/22/2025
Inst 10 Lag	8/7-8/20	9/4/2025	8/19/2025	8/20/2025	8/20/2025	8/14/2025 Noon - 8/22/2025	8/26/2025	8/28/2025 Noon - 8/29/2025	8/29/2025
Inst 11 Curr	8/21-9/3	9/4/2025	8/19/2025	8/20/2025	8/20/2025	8/14/2025 Noon - 8/22/2025	8/26/2025	8/28/2025 Noon - 8/29/2025	8/29/2025
Inst 10 Extra Lag	7/31-8/13	9/4/2025	8/19/2025	8/20/2025	8/20/2025	8/14/2025 Noon - 8/22/2025	8/26/2025	8/28/2025 Noon - 8/29/2025	8/29/2025
Admin 11 Lag	8/14-8/27	9/10/2025	8/25/2025	8/26/2025	8/26/2025	8/21/2025 Noon - 8/29/2025	9/2/2025	9/4/2025 Noon - 9/5/2025	9/5/2025
Admin 12 Curr	8/28-9/10	9/10/2025	8/25/2025	8/26/2025	8/26/2025	8/21/2025 Noon - 8/29/2025	9/2/2025	9/4/2025 Noon - 9/5/2025	9/5/2025
Admin 10 Extra Lag	8/7-8/20	9/10/2025	8/25/2025	8/26/2025	8/26/2025	8/21/2025 Noon - 8/29/2025	9/2/2025	9/4/2025 Noon - 9/5/2025	9/5/2025
Inst 11 Lag	8/21-9/3	9/18/2025	9/2/2025	9/3/2025	9/3/2025	8/28/2025 Noon - 9/5/2025	9/9/2025	9/11/2025 Noon - 9/12/2025	9/12/2025
Inst 12 Curr	9/4-9/17	9/18/2025	9/2/2025	9/3/2025	9/3/2025	8/28/2025 Noon - 9/5/2025	9/9/2025	9/11/2025 Noon - 9/12/2025	9/12/2025
Inst 11 Extra Lag	8/14-8/27	9/18/2025	9/2/2025	9/3/2025	9/3/2025	8/28/2025 Noon - 9/5/2025	9/9/2025	9/11/2025 Noon - 9/12/2025	9/12/2025
Admin 12 Lag	8/28-9/10	9/24/2025	9/9/2025	9/10/2025	9/10/2025	9/4/2025 Noon - 9/12/2025	9/16/2025	9/18/2025 Noon - 9/19/2025	9/19/2025
Admin 13 Curr	9/11-9/24	9/24/2025	9/9/2025	9/10/2025	9/10/2025	9/4/2025 Noon - 9/12/2025	9/16/2025	9/18/2025 Noon - 9/19/2025	9/19/2025
Admin 11 Extra Lag	8/21-9/3	9/24/2025	9/9/2025	9/10/2025	9/10/2025	9/4/2025 Noon - 9/12/2025	9/16/2025	9/18/2025 Noon - 9/19/2025	9/19/2025
Inst 12 Lag	9/4-8/17	10/2/2025	9/16/2025	9/17/2025	9/17/2025	9/11/2025 Noon - 9/19/2025	9/23/2025	9/25/2025 Noon - 9/26/2025	9/26/2025

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Inst 13 Curr	9/18-10/1	10/2/2025	9/16/2025	9/17/2025	9/17/2025	9/11/2025 Noon - 9/19/2025	9/23/2025	9/25/2025 Noon - 9/26/2025	9/26/2025
Inst 12 Extra Lag	8/28-9/10	10/2/2025	9/16/2025	9/17/2025	9/17/2025	9/11/2025 Noon - 9/19/2025	9/23/2025	9/25/2025 Noon - 9/26/2025	9/26/2025
Admin 13 Lag	9/11-9/24	10/8/2025	9/23/2025	9/24/2025	9/24/2025	9/18/2025 Noon - 9/26/2025	9/30/2025	10/2/2025 Noon - 10/3/2025	10/3/2025
Admin 14 Curr	9/25-10/8	10/8/2025	9/23/2025	9/24/2025	9/24/2025	9/18/2025 Noon - 9/26/2025	9/30/2025	10/2/2025 Noon - 10/3/2025	10/3/2025
Admin 12 Extra Lag	9/4-9/17	10/8/2025	9/23/2025	9/24/2025	9/24/2025	9/18/2025 Noon - 9/26/2025	9/30/2025	10/2/2025 Noon - 10/3/2025	10/3/2025
Inst 13 Lag	9/18-10/1	10/16/2025	9/30/2025	10/1/2025	10/1/2025	9/25/2025 Noon - 10/3/2025	10/7/2025	10/9/2025 Noon - 10/10/2025	10/10/2025
Inst 14 Curr	10/2-10/15	10/16/2025	9/30/2025	10/1/2025	10/1/2025	9/25/2025 Noon - 10/3/2025	10/7/2025	10/9/2025 Noon - 10/10/2025	10/10/2025
Inst 13 Extra Lag	9/11-9/24	10/16/2025	9/30/2025	10/1/2025	10/1/2025	9/25/2025 Noon - 10/3/2025	10/7/2025	10/9/2025 Noon - 10/10/2025	10/10/2025
Admin 14 Lag	9/25-10/8	10/22/2025	10/6/2025	10/7/2025	10/7/2025	10/2/2025 Noon - 10/10/2025	10/14/2025	10/16/2025 Noon - 10/17/2025	10/17/2025
Admin 15 Curr	10/9-10/22	10/22/2025	10/6/2025	10/7/2025	10/7/2025	10/2/2025 Noon - 10/10/2025	10/14/2025	10/16/2025 Noon - 10/17/2025	10/17/2025
Admin 13 Extra Lag	9/18-10/1	10/22/2025	10/6/2025	10/7/2025	10/7/2025	10/2/2025 Noon - 10/10/2025	10/14/2025	10/16/2025 Noon - 10/17/2025	10/17/2025
Inst 14 Lag	10/2-10/15	10/30/2025	10/14/2025	10/15/2025	10/15/2025	10/9/2025 Noon - 10/17/2025	10/21/2025	10/23/2025 Noon - 10/24/2025	10/24/2025
Inst 15 Curr	10/16-10/29	10/30/2025	10/14/2025	10/15/2025	10/15/2025	10/9/2025 Noon - 10/17/2025	10/21/2025	10/23/2025 Noon - 10/24/2025	10/24/2025
Inst 14 Extra Lag	9/25-10/8	10/30/2025	10/14/2025	10/15/2025	10/15/2025	10/9/2025 Noon - 10/17/2025	10/21/2025	10/23/2025 Noon - 10/24/2025	10/24/2025

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 15 Lag	10/9-10/22	11/5/2025	10/21/2025	10/22/2025	10/22/2025	10/16/2025 Noon - 10/24/2025	10/28/2025	10/30/2025 Noon - 10/31/2025	10/31/2025
Admin 16 Curr	10/23-11/5	11/5/2025	10/21/2025	10/22/2025	10/22/2025	10/16/2025 Noon - 10/24/2025	10/28/2025	10/30/2025 Noon - 10/31/2025	10/31/2025
Admin 14 Extra Lag	10/2-10/15	11/5/2025	10/21/2025	10/22/2025	10/22/2025	10/16/2025 Noon - 10/24/2025	10/28/2025	10/30/2025 Noon - 10/31/2025	10/31/2025
Inst 15 Lag	10/16-10/29	11/13/2025	10/28/2025	10/29/2025	10/29/2025	10/23/2025 Noon - 10/31/2025	11/4/2025	11/6/2025 Noon - 11/7/2025	11/7/2025
Inst 16 Curr	10/30-11/12	11/13/2025	10/28/2025	10/29/2025	10/29/2025	10/23/2025 Noon - 10/31/2025	11/4/2025	11/6/2025 Noon - 11/7/2025	11/7/2025
Inst 15 Extra Lag	10/9-10/22	11/13/2025	10/28/2025	10/29/2025	10/29/2025	10/23/2025 Noon - 10/31/2025	11/4/2025	11/6/2025 Noon - 11/7/2025	11/7/2025
Admin 16 Lag	10/23-11/5	11/19/2025	11/3/2025	11/4/2025	11/4/2025	10/30/2025 Noon - 11/7/2025	11/10/2025	11/13/2025 Noon - 11/14/2025	11/14/2025
Admin 17 Curr	11/6-11/19	11/19/2025	11/3/2025	11/4/2025	11/4/2025	10/30/2025 Noon - 11/7/2025	11/10/2025	11/13/2025 Noon - 11/14/2025	11/14/2025
Admin 15 Extra Lag	10/16-10/29	11/19/2025	11/3/2025	11/4/2025	11/4/2025	10/30/2025 Noon - 11/7/2025	11/10/2025	11/13/2025 Noon - 11/14/2025	11/14/2025
Inst 16 Lag	10/30-11/12	11/26/2025	11/10/2025	11/12/2025	11/12/2025	11/5/2025 Noon - 11/14/2025	11/18/2025	11/19/2025 Noon - 11/20/2025	11/20/2025
Inst 17 Curr	11/13-11/26	11/26/2025	11/10/2025	11/12/2025	11/12/2025	11/5/2025 Noon - 11/14/2025	11/18/2025	11/19/2025 Noon - 11/20/2025	11/20/2025
Inst 16 Extra Lag	10/23-11/5	11/26/2025	11/10/2025	11/12/2025	11/12/2025	11/5/2025 Noon - 11/14/2025	11/18/2025	11/19/2025 Noon - 11/20/2025	11/20/2025
Admin 17 Lag	11/6-11/19	12/3/2025	11/17/2025	11/18/2025	11/18/2025	11/13/2025 Noon - 11/21/2025	11/24/2025	11/28/2025	11/28/2025
Admin 18 Curr	11/20-12/3	12/3/2025	11/17/2025	11/18/2025	11/18/2025	11/13/2025 Noon - 11/21/2025	11/24/2025	11/28/2025	11/28/2025

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 16 Extra Lag	10/30-11/12	12/3/2025	11/17/2025	11/18/2025	11/18/2025	11/13/2025 Noon - 11/21/2025	11/24/2025	11/28/2025	11/28/2025
Inst 17 Lag	11/13-11/26	12/11/2025	11/24/2025	11/25/2025	11/25/2025	11/20/2025 Noon - 11/28/2025	12/2/2025	12/4/2025 Noon - 12/5/2025	12/5/2025
Inst 18 Curr	11/27-12/10	12/11/2025	11/24/2025	11/25/2025	11/25/2025	11/20/2025 Noon - 11/28/2025	12/2/2025	12/4/2025 Noon - 12/5/2025	12/5/2025
Inst 17 Extra Lag	11/6-11/19	12/11/2025	11/24/2025	11/25/2025	11/25/2025	11/20/2025 Noon - 11/28/2025	12/2/2025	12/4/2025 Noon - 12/5/2025	12/5/2025
Admin 18 Lag	11/20-12/3	12/17/2025	12/2/2025	12/3/2025	12/3/2025	11/27/2025 Noon - 12/5/2025	12/9/2025	12/11/2025 Noon - 12/12/2025	12/12/2025
Admin 19 Curr	12/4-12/17	12/17/2025	12/2/2025	12/3/2025	12/3/2025	11/27/2025 Noon - 12/5/2025	12/9/2025	12/11/2025 Noon - 12/12/2025	12/12/2025
Admin 17 Extra Lag	11/13-11/26	12/17/2025	12/2/2025	12/3/2025	12/3/2025	11/27/2025 Noon - 12/5/2025	12/9/2025	12/11/2025 Noon - 12/12/2025	12/12/2025
Inst 18 Lag	11/27-12/10	12/24/2025	12/9/2025	12/10/2025	12/10/2025	12/3/2025 Noon - 12/12/2025	12/16/2025	12/18/2025 Noon - 12/19/2025	12/19/2025
Inst 19 Curr	12/11-12/24	12/24/2025	12/9/2025	12/10/2025	12/10/2025	12/3/2025 Noon - 12/12/2025	12/16/2025	12/18/2025 Noon - 12/19/2025	12/19/2025
Inst 18 Extra Lag	11/20-12/3	12/24/2025	12/9/2025	12/10/2025	12/10/2025	12/3/2025 Noon - 12/12/2025	12/16/2025	12/18/2025 Noon - 12/19/2025	12/19/2025
Admin 19 Lag	12/4-12/17	12/31/2025	12/15/2025	12/16/2025	12/16/2025	12/11/2025 Noon - 12/19/2025	12/22/2025	12/25/2025 Noon - 12/26/2025	12/26/2025
Admin 20 Curr	12/18-12/31	12/31/2025	12/15/2025	12/16/2025	12/16/2025	12/11/2025 Noon - 12/19/2025	12/22/2025	12/25/2025 Noon - 12/26/2025	12/26/2025
Admin 18 Extra Lag	11/27-12/10	12/31/2025	12/15/2025	12/16/2025	12/16/2025	12/11/2025 Noon - 12/19/2025	12/22/2025	12/25/2025 Noon - 12/26/2025	12/26/2025
Inst 19 Lag	12/11-12/24	1/8/2026	12/22/2025	12/23/2025	12/23/2025	12/18/2025 Noon - 12/26/2025	12/29/2025	1/1/2026 Noon - 1/2/2026	1/2/2026

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Inst 20 Curr	12/25-1/7	1/8/2026	12/22/2025	12/23/2025	12/23/2025	12/18/2025 Noon - 12/26/2025	12/29/2025	1/1/2026 Noon - 1/2/2026	1/2/2026
Inst 19 Extra Lag	12/4-12/17	1/8/2026	12/22/2025	12/23/2025	12/23/2025	12/18/2025 Noon - 12/26/2025	12/29/2025	1/1/2026 Noon - 1/2/2026	1/2/2026
Admin 20 Lag	12/18-12/31	1/14/2026	12/29/2025	12/30/2025	12/30/2025	12/25/2025 Noon - 1/2/2026	1/6/2026	1/8/2026 Noon - 1/9/2026	1/9/2026
Admin 21 Curr	1/1-1/14	1/14/2026	12/29/2025	12/30/2025	12/30/2025	12/25/2025 Noon - 1/2/2026	1/6/2026	1/8/2026 Noon - 1/9/2026	1/9/2026
Admin 19 Extra Lag	12/11-12/24	1/14/2026	12/29/2025	12/30/2025	12/30/2025	12/25/2025 Noon - 1/2/2026	1/6/2026	1/8/2026 Noon - 1/9/2026	1/9/2026
Inst 20 Lag	12/25-1/7	1/22/2026	1/5/2026	1/6/2026	1/6/2026	1/1/2026 Noon - 1/9/2026	1/12/2026	1/15/2026 Noon - 1/16/2026	1/16/2026
Inst 21 Curr	1/8-1/21	1/22/2026	1/5/2026	1/6/2026	1/6/2026	1/1/2026 Noon - 1/9/2026	1/12/2026	1/15/2026 Noon - 1/16/2026	1/16/2026
Inst 20 Extra Lag	12/18-12/31	1/22/2026	1/5/2026	1/6/2026	1/6/2026	1/1/2026 Noon - 1/9/2026	1/12/2026	1/15/2026 Noon - 1/16/2026	1/16/2026
Admin 21 Lag	1/1-1/14	1/28/2026	1/12/2026	1/13/2026	1/13/2026	1/8/2026 Noon - 1/16/2026	1/20/2026	1/22/2026 Noon - 1/23/2026	1/23/2026
Admin 22 Curr	1/15-1/28	1/28/2026	1/12/2026	1/13/2026	1/13/2026	1/8/2026 Noon - 1/16/2026	1/20/2026	1/22/2026 Noon - 1/23/2026	1/23/2026
Admin 20 Extra Lag	12/25-1/7	1/28/2026	1/12/2026	1/13/2026	1/13/2026	1/8/2026 Noon - 1/16/2026	1/20/2026	1/22/2026 Noon - 1/23/2026	1/23/2026
Inst 21 Lag	1/8-1/21	2/5/2026	1/20/2026	1/21/2026	1/21/2026	1/15/2026 Noon - 1/23/2026	1/27/2026	1/29/2026 Noon - 1/30/2026	1/30/2026
Inst 22 Curr	1/22-2/4	2/5/2026	1/20/2026	1/21/2026	1/21/2026	1/15/2026 Noon - 1/23/2026	1/27/2026	1/29/2026 Noon - 1/30/2026	1/30/2026
Inst 21 Extra Lag	1/1-1/14	2/5/2026	1/20/2026	1/21/2026	1/21/2026	1/15/2026 Noon - 1/23/2026	1/27/2026	1/29/2026 Noon - 1/30/2026	1/30/2026

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 22 Lag	1/15-1/28	2/11/2026	1/27/2026	1/28/2026	1/28/2026	1/22/2026 Noon - 1/30/2026	2/3/2026	2/5/2026 Noon - 2/6/2026	2/6/2026
Admin 23 Curr	1/29-2/11	2/11/2026	1/27/2026	1/28/2026	1/28/2026	1/22/2026 Noon - 1/30/2026	2/3/2026	2/5/2026 Noon - 2/6/2026	2/6/2026
Admin 21 Extra Lag	1/8-1/21	2/11/2026	1/27/2026	1/28/2026	1/28/2026	1/22/2026 Noon - 1/30/2026	2/3/2026	2/5/2026 Noon - 2/6/2026	2/6/2026
Inst 22 Lag	1/22-2/4	2/19/2026	2/3/2026	2/4/2026	2/4/2026	1/29/2026 Noon - 2/6/2026	2/10/2026	2/12/2026 Noon - 2/13/2026	2/13/2026
Inst 23 Curr	2/5-2/18	2/19/2026	2/3/2026	2/4/2026	2/4/2026	1/29/2026 Noon - 2/6/2026	2/10/2026	2/12/2026 Noon - 2/13/2026	2/13/2026
Inst 22 Extra Lag	1/15-1/28	2/19/2026	2/3/2026	2/4/2026	2/4/2026	1/29/2026 Noon - 2/6/2026	2/10/2026	2/12/2026 Noon - 2/13/2026	2/13/2026
Admin 23 Lag	1/29-2/11	2/25/2026	2/9/2026	2/10/2026	2/10/2026	2/5/2026 Noon - 2/13/2026	2/17/2026	2/19/2026 Noon - 2/20/2026	2/20/2026
Admin 24 Curr	2/12-2/25	2/25/2026	2/9/2026	2/10/2026	2/10/2026	2/5/2026 Noon - 2/13/2026	2/17/2026	2/19/2026 Noon - 2/20/2026	2/20/2026
Admin 22 Extra Lag	1/22-2/4	2/25/2026	2/9/2026	2/10/2026	2/10/2026	2/5/2026 Noon - 2/13/2026	2/17/2026	2/19/2026 Noon - 2/20/2026	2/20/2026
Inst 23 Lag	2/5-2/18	3/5/2026	2/17/2026	2/18/2026	2/18/2026	2/12/2026 Noon - 2/20/2026	2/24/2026	2/26/2026 Noon - 2/27/2026	2/27/2026
Inst 24 Curr	2/19-3/4	3/5/2026	2/17/2026	2/18/2026	2/18/2026	2/12/2026 Noon - 2/20/2026	2/24/2026	2/26/2026 Noon - 2/27/2026	2/27/2026
Inst 23 Extra Lag	1/29-2/11	3/5/2026	2/17/2026	2/18/2026	2/18/2026	2/12/2026 Noon - 2/20/2026	2/24/2026	2/26/2026 Noon - 2/27/2026	2/27/2026
Admin 24 Lag	2/12-2/25	3/11/2026	2/24/2026	2/25/2026	2/25/2026	2/19/2026 Noon - 2/27/2026	3/3/2026	3/5/2026 Noon - 3/6/2026	3/6/2026
Admin 25 Curr	2/26-3/11	3/11/2026	2/24/2026	2/25/2026	2/25/2026	2/19/2026 Noon - 2/27/2026	3/3/2026	3/5/2026 Noon - 3/6/2026	3/6/2026

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Admin 23 Extra Lag	2/5-2/18	3/11/2026	2/24/2026	2/25/2026	2/25/2026	2/19/2026 Noon - 2/27/2026	3/3/2026	3/5/2026 Noon - 3/6/2026	3/6/2026
Inst 24 Lag	2/19-3/4	3/19/2026	3/3/2026	3/4/2026	3/4/2026	2/26/2026 Noon - 3/6/2026	3/10/2026	3/12/2026 Noon - 3/13/2026	3/13/2026
Inst 25 Curr	3/5-3/18	3/19/2026	3/3/2026	3/4/2026	3/4/2026	2/26/2026 Noon - 3/6/2026	3/10/2026	3/12/2026 Noon - 3/13/2026	3/13/2026
Inst 24 Extra Lag	2/12-2/25	3/19/2026	3/3/2026	3/4/2026	3/4/2026	2/26/2026 Noon - 3/6/2026	3/10/2026	3/12/2026 Noon - 3/13/2026	3/13/2026
Admin 25 Lag	2/26-3/11	3/25/2026	3/10/2026	3/11/2026	3/11/2026	3/5/2026 Noon - 3/13/2026	3/17/2026	3/19/2026 Noon - 3/20/2026	3/20/2026
Admin 26 Curr	3/12-3/25	3/25/2026	3/10/2026	3/11/2026	3/11/2026	3/5/2026 Noon - 3/13/2026	3/17/2026	3/19/2026 Noon - 3/20/2026	3/20/2026
Admin 24 Extra Lag	2/19-3/4	3/25/2026	3/10/2026	3/11/2026	3/11/2026	3/5/2026 Noon - 3/13/2026	3/17/2026	3/19/2026 Noon - 3/20/2026	3/20/2026
Inst 25 Lag	3/5-3/18	4/2/2026	3/16/2026	3/17/2026	3/17/2026	3/12/2026 Noon - 3/20/2026	3/23/2026	NONE	3/26/2026
Inst 26 Curr	3/19-4/1	4/2/2026	3/16/2026	3/17/2026	3/17/2026	3/12/2026 Noon - 3/20/2026	3/23/2026	NONE	3/26/2026
Inst 25 Extra Lag	2/26-3/11	4/2/2026	3/16/2026	3/17/2026	3/17/2026	3/12/2026 Noon - 3/20/2026	3/23/2026	NONE	3/26/2026
Admin 26 Lag	3/12-3/25	4/8/2026	3/24/2026	3/25/2026	3/25/2026	3/19/2026 Noon - 3/27/2026	3/31/2026	NONE	4/3/2026
Admin 1 Curr	3/26-4/8	4/8/2026	3/24/2026	3/25/2026	3/25/2026	3/19/2026 Noon - 3/27/2026	3/31/2026	NONE	4/3/2026
Admin 25 Extra Lag	3/5-3/18	4/8/2026	3/24/2026	3/25/2026	3/25/2026	3/19/2026 Noon - 3/27/2026	3/31/2026	NONE	4/3/2026
Inst 26 Lag	3/19-4/1	4/16/2026	3/31/2026	4/1/2026	4/1/2026	3/26/2026 Noon - 4/3/2026	4/7/2026	4/9/2026 Noon - 4/10/2026	4/10/2026

Payroll Period	Effective Dates	Check Date	Automated Interface Cutoff	On-Line Transactions Cutoff*	Time Entry File Submission Date	On-line Deductions, Taxes, Direct Deposit	Electronic Certification Submission Date	On - Line Back End Splits Submission Begin/End Dates	Reports/ Files Available
Inst 1 Curr	4/2-4/15	4/16/2026	3/31/2026	4/1/2026	4/1/2026	3/26/2026 Noon - 4/3/2026	4/7/2026	4/9/2026 Noon - 4/10/2026	4/10/2026
Inst 26 Extra Lag	3/12-3/25	4/16/2026	3/31/2026	4/1/2026	4/1/2026	3/26/2026 Noon - 4/3/2026	4/7/2026	4/9/2026 Noon - 4/10/2026	4/10/2026