



TO : Faculty, Staff & Student Employees
 FROM : Payroll Department
 RE : Pay Schedule for Fiscal Year 2025-2026

PAY THROUGH:

TIME ENTRY DUE:

PAYDAY:

SUMMER 2025

June 28, 2025
 July 12
 July 26
 August 09

June 30, 2025
 July 14
 July 28
 August 11

July 03, 2025
 July 18
 August 01
 August 15

FALL 2025

August 23, 2025
 September 06
 September 20
 October 04
 October 18
 November 01
 November 15
 November 29
 December 13

August 25, 2025
 September 08
 September 22
 October 06
 October 20
 November 03
 November 17
 December 01
 December 15

August 29, 2025 φ
 September 12
 September 26
 October 10
 October 24
 November 07
 November 21
 December 05
 December 19

WINTER 2026

December 27, 2025
 January 10
 January 24
 February 07
 February 21
 March 07
 March 21
 April 04
 April 18
 May 02

December 16, 2025** (early)
 January 12
 January 26
 February 09
 February 23
 March 09
 March 23
 April 06
 April 20
 May 04

January 02, 2026 *
 January 16
 January 30
 February 13
 February 27
 March 13
 March 27
 April 10
 April 24
 May 08

SPRING 2026

May 16, 2026
 May 30
 June 13

May 18, 2026
 June 01
 June 15

May 22, 2026
 June 05
 June 18

** Denotes special due dates because of holidays.

φ For student employment purposes the pay period is in fall semester.

* For student employment purposes the pay period is in winter semester and classes are not in session.

Notes:

- Payslip will be available in Workday by the pay date.
- For hourly employees, all worked time and time off used **MUST** be entered and approved by managers by the Monday 10:00 a.m. deadline.
- The semester dates are for student employee pay and all other pay will align with the pay periods in which the work falls, including teaching related pay.
- Information must be submitted to Human Resources no later than noon on Thursday immediately preceding the payroll week (unless notified of a different time).
- Any questions please contact payroll@svsu.edu