

# 2025 Biweekly Payroll Calendar

**Employment Actions load to SAP after final approval. The load is suspended the 2 days prior to every payroll run for data audits and corrections**

*If you have any new mass data load requests in excess of 50 Employee updates, please reach out to HRSS at least 1 full pay period prior to the effective date to schedule the load.*

PAY PERIOD BEGIN DATE	PAY PERIOD END DATE	ISR/FORMS DEADLINE TO HR/PYSS	TIME ENTRY Cutoff 2PM	PAYROLL RUN DATE	PAYDAY (CHECK DATE)	Payroll #	Holidays and Comments
12/15/2024	12/28/2024	12/26/2024	12/30/2024	12/31/2024	1/3/2025	1	NYD 1/1
12/29/2024	1/11/2025	1/8/2025	1/13/2025	1/14/2025	1/17/2025	2	
1/12/2025	1/25/2025	1/22/2025	1/27/2025	1/28/2025	1/31/2025	3	
1/26/2025	2/8/2025	2/5/2025	2/10/2025	2/11/2025	2/14/2025	4	
2/9/2025	2/22/2025	2/19/2025	2/24/2025	2/25/2025	2/28/2025	5	
2/23/2025	3/8/2025	3/5/2025	3/10/2025	3/11/2025	3/14/2025	6	
3/9/2025	3/22/2025	3/19/2025	3/24/2025	3/25/2025	3/28/2025	7	
3/23/2025	4/5/2025	4/2/2025	4/7/2025	4/8/2025	4/11/2025	8	
4/6/2025	4/19/2025	4/16/2025	4/21/2025	4/22/2025	4/25/2025	9	
4/20/2025	5/3/2025	4/30/2025	5/5/2025	5/6/2025	5/9/2025	10	
5/4/2025	5/17/2025	5/14/2025	5/19/2025	5/20/2025	5/23/2025	11	
5/18/2025	5/31/2025	5/28/2025	6/2/2025	6/3/2025	6/6/2025	12	3rd ppe in month - free parking
6/1/2025	6/14/2025	6/11/2025	6/16/2025	6/17/2025	6/20/2025	13	
6/15/2025	6/28/2025	6/25/2025	6/30/2025	7/1/2025	7/3/2025	14	4th July
6/29/2025	7/12/2025	7/9/2025	7/14/2025	7/15/2025	7/18/2025	15	
7/13/2025	7/26/2025	7/23/2025	7/28/2025	7/29/2025	8/1/2025	16	
7/27/2025	8/9/2025	8/6/2025	8/11/2025	8/12/2025	8/15/2025	17	
8/10/2025	8/23/2025	8/20/2025	8/25/2025	8/26/2025	8/29/2025	18	
8/24/2025	9/6/2025	9/3/2025	9/8/2025	9/9/2025	9/12/2025	19	
9/7/2025	9/20/2025	9/17/2025	9/22/2025	9/23/2025	9/26/2025	20	
9/21/2025	10/4/2025	10/1/2025	10/6/2025	10/7/2025	10/10/2025	21	
10/5/2025	10/18/2025	10/15/2025	10/20/2025	10/21/2025	10/24/2025	22	
10/19/2025	11/1/2025	10/29/2025	11/3/2025	11/4/2025	11/7/2025	23	
11/2/2025	11/15/2025	11/12/2025	11/17/2025	11/18/2025	11/21/2025	24	
11/16/2025	11/29/2025	11/26/2025	12/1/2025	12/2/2025	12/5/2025	25	3rd ppe in month - free parking
11/30/2025	12/13/2025	12/10/2025	12/15/2025	12/16/2025	12/19/2025	26	