

PART-TIME PAYROLL SCHEDULE

PAY ID	PAY PERIOD	EMPLOYEES	SUPERVISORS	PAY DATES
		SUBMIT BY MIDNIGHT	APPROVE BY 2PM	
1	12/21/25 - 01/03/26	01/05/26	01/06/26	01/12/26 Monday
2	01/04/26 - 01/17/26	01/19/26	01/20/26	01/26/26 Monday
3	01/18/26 - 01/31/26	02/02/26	02/03/26	02/09/26 Monday
4	02/01/26 - 02/14/26	02/16/26	02/17/26	02/23/26 Monday
5	02/15/26 - 02/28/26	03/02/26	03/03/26	03/09/26 Monday
6	03/01/26 - 03/14/26	03/16/26	03/17/26	03/23/26 Monday
7	03/15/26 - 03/28/26	03/30/26	03/31/26	04/06/26 Monday
8	03/29/26 - 04/11/26	04/13/26	04/14/26	04/20/26 Monday
9	04/12/26 - 04/25/26	04/27/26	04/28/26	05/04/26 Monday
10	04/26/26 - 05/09/26	05/11/26	05/12/26	05/18/26 Monday
11	05/10/26 - 05/23/26	05/25/26	05/26/26	06/01/26 Monday
12	05/24/26 - 06/06/26	06/08/26	06/09/26	06/15/26 Monday
13	06/07/26 - 06/20/26	06/22/26	06/23/26	06/29/26 Monday
14	06/21/26 - 07/04/26	07/06/26	07/07/26	07/13/26 Monday
15	07/05/26 - 07/18/26	07/20/26	07/21/26	07/27/26 Monday
16	07/19/26 - 08/01/26	08/03/26	08/04/26	08/10/26 Monday
17	08/02/26 - 08/15/26	08/17/26	08/18/26	08/24/26 Monday
18	08/16/26 - 08/29/26	08/31/26	09/01/26	09/08/26 Tuesday
19	08/30/26 - 09/12/26	09/14/26	09/15/26	09/21/26 Monday
20	09/13/26 - 09/26/26	09/28/26	09/29/26	10/05/26 Monday
21	09/27/26 - 10/10/26	10/12/26	10/13/26	10/19/26 Monday
22	10/11/26 - 10/24/26	10/26/26	10/27/26	11/02/26 Monday
23	10/25/26 - 11/07/26	11/09/26	11/10/26	11/16/26 Monday
24	11/08/26 - 11/21/26	11/23/26	11/24/26	11/30/26 Monday
25	11/22/26 - 12/05/26	12/07/26	12/08/26	12/14/26 Monday
26	12/06/26 - 12/19/26	12/21/26	12/22/26	12/28/26 Monday