

SCHEDULE OF 2025 PAY PERIODS, HOLIDAYS, AND PAYDAYS				
PAY PERIOD	INCLUSIVE DATES	HOURLY STUDENT TIME ENTRY DEADLINE	2025 PAYDAYS ¹	
January	Jan 01 – Jan 30	Jan 30	Friday	Feb 14
February	Jan 31 – Feb 28	Feb 28	Friday	Mar 14
March	Mar 01 – Mar 31	Mar 28	Tuesday	Apr 15
April	Apr 01 – Apr 30	Apr 30	Thursday	May 15
May	May 01 – May 31	May 30	Friday	Jun 13
June	Jun 01 – Jun 30	Jun 30	Tuesday	Jul 15
July	Jul 01 – Jul 30	Jul 30	Friday	Aug 15
August	Jul 31 – Aug 31	Aug 29	Monday	Sept 15
September	Sep 01 – Sep 30	Sep 30	Wednesday	Oct 15
October	Oct 01 – Oct 30	Oct 30	Friday	Nov 14
November	Oct 31 – Dec 01	Dec 01	Monday	Dec 15
December	Dec 02 – Dec 31	Dec 31	Thursday	Jan 15

HOLIDAY	CAMPUS OPEN ²	HOLIDAY OBSERVED
Lincoln's Birthday	February 12, 2025	November 28, 2025
Washington's Birthday	February 19, 2025	December 26, 2025
Admission Day	September 9, 2025	December 29, 2025
Indigenous Peoples Day	October 14, 2025	December 30, 2025

All hours must be entered by midnight on the final day of the pay period. Approvals must be completed within two days after the end of the pay period.

¹ Mid-Month payday distribution occurs in the Welcome Center, [ADM building](#), first floor, room 177, from 9:00 AM to 11:00 AM and from 2:00 PM to 4:00 PM. Outside of payday, checks are available for pickup Monday through Friday from 9:00 AM to 11:00 AM

² Holiday observance will shift from the official date listed under 'Campus Open' to the date shown under 'Holiday Observed.'