

2026 Biweekly Paid Staff and Student Pay Schedule

Period Number	Period Start Date	Period End Date	Time Tracking Approval by Noon	Payroll Completion ¹	Biweekly Pay Date
1	12/18/2025	12/31/2025	1/2/2026	1/6/2026	1/9/2026
2	1/1/2026	1/14/2026	1/15/2026	1/20/2026	1/23/2026
3	1/15/2026	1/28/2026	1/29/2026	2/3/2026	2/6/2026
4	1/29/2026	2/11/2026	2/12/2026	2/17/2026	2/20/2026
5	2/12/2026	2/25/2026	2/26/2026	3/3/2026	3/6/2026
6	2/26/2026	3/11/2026	3/12/2026	3/17/2026	3/20/2026
7	3/12/2026	3/25/2026	3/26/2026	3/31/2026	4/3/2026
8	3/26/2026	4/8/2026	4/9/2026	4/14/2026	4/17/2026
9	4/9/2026	4/22/2026	4/23/2026	4/28/2026	5/1/2026
10	4/23/2026	5/6/2026	5/7/2026	5/12/2026	5/15/2026
11	5/7/2026	5/20/2026	5/21/2026	5/26/2026	5/29/2026
12	5/21/2026	6/3/2026	6/4/2026	6/9/2026	6/12/2026
13	6/4/2026	6/17/2026	6/18/2026	6/23/2026	6/26/2026
14	6/18/2026	7/1/2026	7/2/2026	7/7/2026	7/10/2026
15	7/2/2026	7/15/2026	7/16/2026	7/21/2026	7/24/2026
16	7/16/2026	7/29/2026	7/30/2026	8/4/2026	8/7/2026
17	7/30/2026	8/12/2026	8/13/2026	8/18/2026	8/21/2026
18	8/13/2026	8/26/2026	8/27/2026	9/1/2026	9/4/2026
19	8/27/2026	9/9/2026	9/10/2026	9/15/2026	9/18/2026
20	9/10/2026	9/23/2026	9/24/2026	9/29/2026	10/2/2026
21	9/24/2026	10/7/2026	10/8/2026	10/13/2026	10/16/2026
22	10/8/2026	10/21/2026	10/22/2026	10/27/2026	10/30/2026
23	10/22/2026	11/4/2026	11/5/2026	11/10/2026	11/13/2026
24	11/5/2026	11/18/2026	11/19/2026	11/24/2026	11/27/2026
25	11/19/2026	12/2/2026	12/3/2026	12/8/2026	12/11/2026
26	12/3/2026	12/16/2026	12/17/2026	12/22/2026	12/24/2026

1. Direct deposit changes must be fully approved five business days prior to payroll completion date.

What if I miss the deadline?

Our goal is to always ensure timely and accurate payment. However, if the deadline is missed due to an unavoidable, extenuating circumstance, a request to run an [off-cycle pay](#) may be submitted by the department.

The request will be reviewed by leadership, and if approved, will result in a \$100 fee to the requesting department. The weekly deadline to request an off-cycle pay is Tuesday end of day, for distribution of pay the following Friday.

If you have any questions, please contact HR-Total Rewards, your pay and benefits team, by completing the [online inquiry form](#) or calling 305-284-3004.