

August 2025 Payroll Processing Calendar



Division of Human Resources
& Organizational Effectiveness

*Schedule Subject to change based on processing requirements. Refer to the Payroll Website for updates.

Sun	Monday	Tuesday	Wednesday	Thursday	Friday	Sat
					1 Monthly Payday	2
3	4 #25-25 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #25-25 Pay Calculation Results Report available @ noon	5 #25-25 Pay Calculation Results Report Refreshed @ 10am #25-25 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #25-25 BW refresh @ Midnight	6 #25-25 BW Final Pay Calculation Report available after noon	7	8 #25-25 BW Payday	9
10	11	12	13	14 #25-26 Retro Timesheets & BP Approvals due at 5pm	15 Monthly Retro BP approvals due @ 5pm	16
17	18 #25-26 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #25-26 Pay Calculation Results Report available @ noon Monthly Pay Calculation Results Report available @ Noon	19 #25-26 Pay Calculation Results Report Refreshed @ 10am #25-26 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #25-26 BW refresh @ Midnight Monthly Pay Calculation Report Refreshed @ 10am	20 #25-26 BW Final Pay Calculation Report available after noon Monthly Pay Calculation Report Refreshed @ 10am Monthly PPRs Due @ 11am	21 Monthly Pay Calculation Results Report Refreshed @ 10am Current Monthly BP approvals due @ 5pm	22 #25-26 BW Payday Monthly Pay Calculation Report Refreshed @ 10am Final Monthly refresh @ Midnight	23
24	25 Monthly Final Pay Calculation Report available after noon	26	27	28 #26-01 Retro Timesheets & BP Approvals due at 5pm	29	30
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