

July 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 #25-23 Retro Timesheets & BP Approvals due at 5pm	2	3	4 Independence Day	5
6	7 #25-23 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #25-23 Pay Calculation Results Report available @ noon	8 #25-23 Pay Calculation Results Report Refreshed @ 10am #25-23 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #25-23 BW refresh @ Midnight	9 #25-23 BW Final Pay Calculation Report available after noon	10	11 #25-23 BW Payday	12
13	14	15	16 Monthly Retro BP approvals due @ 5pm	17 Monthly Pay Calculation Results Report available @ Noon #25-24 Retro Timesheets & BP Approvals due at 5pm	18 Monthly Pay Calculation Report Refreshed @ 10am	19
20	21 #25-24 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #25-24 Pay Calculation Results Report available @ noon Monthly Pay Calculation Report Refreshed @ 10am Monthly PPRs Due @ 11am	22 #25-24 Pay Calculation Results Report Refreshed @ 10am #25-24 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #25-24 BW refresh @ Midnight Monthly Pay Calculation Results Report Refreshed @ 10am Current Monthly BP approvals due @ 5pm	23 #25-24 BW Final Pay Calculation Report available after noon Monthly Pay Calculation Report Refreshed @ 10am Final Monthly refresh @ Midnight	24 Monthly Final Pay Calculation Report available after noon	25 #25-24 BW Payday	26
27	28	29	30	31 #25-25 Retro Timesheets & BP Approvals due at 5pm		