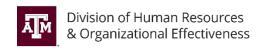
March 2025 Payroll Processing Calendar



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

Sun	Monday	Tuesday	Wednesday	Thursday	Friday	Sat
						1
2	3 Monthly Payday #25-14 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #25-14 Pay Calculation Results Report available @ noon	4 #25-14 Pay Calculation Results Report Refreshed @ 10am #25-14 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #25-14 BW refresh @ Midnight	5 #25-14 BW Final Pay Calculation Report available after noon	6	7 #25-14 BW Payday	8
9	10	11 #25-15 Retro Timesheets & BP Approvals due at 5pm	12	Monthly Retro BP approvals due @ 5pm	14 Spring Break	15
16	#25-15 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #25-15 Pay Calculation Results Report available @ noon Monthly Pay Calculation Results Report available @ Noon	#25-15 Pay Calculation Results Report Refreshed @ 10am #25-15 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #25-15 BW refresh @ Midnight Monthly Pay Calculation Report Refreshed @ 10am	#25-15 BW Final Pay Calculation Report available after noon Monthly Pay Calculation Report Refreshed @ 10am	20 Monthly Pay Calculation Report Refreshed @ 10am Monthly PPRs Due @ 11am	21 #25-15 BW Payday Monthly Pay Calculation Results Report Refreshed @ 10am Current Monthly BP approvals due @ 5pm	22
23	24 Monthly Pay Calculation Report Refreshed @ 10am Final Monthly refresh @ Midnight	25 Monthly Final Pay Calculation Report available after noon	26	27 #25-16 Retro Timesheets & BP Approvals due at 5pm	28	29
30	31 #25-16 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #25-16 Pay Calculation Results Report available @ noon					

Updated: 7/15/2024