

May 2026 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 #26-18 BW Payday Monthly Payday	2
3	4	5	6	7 #26-19 Retro Timesheets & BP Approvals due at 5pm	8	9
10	11 #26-19 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #26-19 Pay Calculation Results Report available @ noon	12 #26-19 Pay Calculation Results Report Refreshed @ 10am #26-19 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #26-19 BW refresh @ Midnight	13 #26-19 BW Final Pay Calculation Report available after noon Monthly Retro BP approvals due @ 5pm	14 Monthly Pay Calculation Results Report available @ Noon	15 #26-19 BW Payday Monthly Pay Calculation Report Refreshed @ 10am	16
17	18 Monthly Pay Calculation Report Refreshed @ 10am Monthly PPRs Due @ 11am	19 Monthly Pay Calculation Results Report Refreshed @ 10am Current Monthly BP approvals due @ 5pm	20 #26-20 Retro Timesheets & BP Approvals due at 5pm Monthly Pay Calculation Report Refreshed @ 10am Final Monthly refresh @ Midnight	21 Monthly Final Pay Calculation Report available after noon	22 #26-20 Timesheets, BP Approvals, PPRs, & Time Off Due @ 11am #26-20 Pay Calculation Results Report available @ noon	23
24	25 Memorial Day	26 #26-20 Pay Calculation Results Report Refreshed @ 10am #26-20 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports Final #26-20 BW refresh @ Midnight	27 #26-20 BW Final Pay Calculation Report available after noon	28	29 #26-20 BW Payday	30
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