

2024 | Bi-Weekly Pay Schedule

*If you are employed by the school you will need to follow this calendar. Pay Periods always last two weeks and will always end on a Saturday night. All hours need to be submitted by the Payroll Due Dates or you will need to contact the Payroll Office to submit your hours.

You should receive your payment the Friday following the end of the Pay Period. If you do not receive a payment, contact the Payroll Office.

| Pay Period | Winter | | Spring | | Summer | | Fall | | |
|---------------|---------------------|---------|---------------------|---------|---------------------|---------|---------------------|---------|---------|
| | Payroll Due Date | Pay Day | Payroll Due Date | Pay Day | Payroll Due Date | Pay Day | Payroll Due Date | Pay Day | |
| | 1 | Dec. 30 | Jan. 5 | Apr. 20 | Apr. 26 | Jul. 27 | Aug. 2 | Sep. 21 | Sep. 27 |
| | 2 | Jan. 13 | Jan. 19 | May. 4 | May. 10 | Aug.10 | Aug. 16 | Oct. 5 | Oct. 11 |
| | 3 | Jan. 27 | Feb. 2 | May. 18 | May. 24 | Aug. 24 | Aug 30 | Oct. 19 | Oct. 25 |
| | 4 | Feb. 10 | Feb. 16 | Jun. 1 | Jun. 7 | Sep. 7 | Sep. 13 | Nov. 2 | Nov. 8 |
| | 5 | Feb. 24 | Mar. 1 | Jun. 15 | Jun. 21 | | | Nov. 16 | Nov. 22 |
| | 6 | Mar. 9 | Mar. 15 | Jun. 29 | Jul. 5 | | | Nov. 30 | Dec. 6 |
| | 7 | Mar. 23 | Mar. 29 | Jul. 13 | Jul. 19 | | | Dec. 14 | Dec. 20 |
| | 8 | Apr. 6 | Apr. 12 | | | | | Dec. 28 | Jan. 3 |