



January 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Holiday: Official ASU- designated holiday	2	3	4
5 Pay period ends: Dec. 23–Jan. 5	6 Pay period starts Time approval deadline at noon	7 Payroll complete	8 Payroll reconciliation reporting	9	10 Payday	11
12	13	14	15	16	17 Early: Time approval deadline at noon	18
19 Pay period ends: Jan. 6–Jan. 19	20 Dr. Martin Luther King, Jr. Day: Official ASU- designated holiday Pay period starts	21 Payroll complete	22 Payroll reconciliation reporting	23	24 Payday	25
26	27	28	29	30	31	



February 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 Pay period ends: Jan. 20–Feb. 2	3 Pay period starts Time approval deadline at noon	4 Payroll complete	5 Payroll reconciliation reporting	6	7 Payday	8
9	10	11	12	13	14	15
16 Pay period ends: Feb. 3–Feb. 16	17 Pay period starts Time approval deadline at noon	18 Payroll complete	19 Payroll reconciliation reporting	20	21 Payday	22
23	24	25	26	27	28	



March 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 Pay period ends: Feb. 17–March 2	3 Pay period starts Time approval deadline at noon	4 Payroll complete	5 Payroll reconciliation reporting	6	7 Payday	8
9	10	11	12	13	14	15
16 Pay period ends: March 3–March 16	17 Pay period starts Time approval deadline at noon	18 Payroll complete	19 Payroll reconciliation reporting	20	21 Payday	22
23	24	25	26	27	28	29
30 Pay period ends: March 17–March 30	31 Pay period starts Time approval deadline at noon					



April 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Payroll complete	2 Payroll reconciliation reporting	3	4 Payday	5
6	7	8	9	10	11	12
13 Pay period ends: March 31–April 13	14 Pay period starts Time approval deadline at noon	15 Payroll complete	16 Payroll reconciliation reporting	17	18 Payday	19
20	21	22	23	24	25	26
27 Pay period ends: April 14–April 27	28 Pay period starts Time approval deadline at noon	29 Payroll complete	30 Payroll reconciliation reporting			



May 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 Payday	3
4	5	6	7	8	9	10
11 Pay period ends: April 28–May 11	12 Pay period starts Time approval deadline at noon	13 Payroll complete	14 Payroll reconciliation reporting	15	16 Payday	17
18	19	20	21	22	23 Early: Time approval deadline at noon	24
25 Pay period ends: May 12–May 25	26 Memorial Day: Official ASU- designated holiday Pay period starts	27 Payroll complete	28 Payroll reconciliation reporting	29	30 Payday	31



June 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8 Pay period ends: May 26–June 8	9 Pay period starts Time approval deadline at noon	10 Payroll complete	11 Payroll reconciliation reporting	12	13 Payday	14
15	16	17	18	19	20	21
22 Pay period ends: June 9–June 22	23 Pay period starts Time approval deadline at noon	24 Payroll complete	25 Payroll reconciliation reporting	26	27 Payday	28
29	30					



July 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Independence Day: Official ASU- designated holiday	5
6 Pay period ends: June 23–July 6	7 Pay period starts Time approval deadline at noon	8 Payroll complete	9 Payroll reconciliation reporting	10	11 Payday	12
13	14	15	16	17	18	19
20 Pay period ends: July 7–July 20	21 Pay period starts Time approval deadline at noon	22 Payroll complete	23 Payroll reconciliation reporting	24	25 Payday	26
27	28	29	30	31		



August 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3 Pay period ends: July 21–Aug. 3	4 Pay period starts Time approval deadline at noon	5 Payroll complete	6 Payroll reconciliation reporting	7	8 Payday	9
10	11	12	13	14	15	16
17 Pay period ends: Aug. 4–Aug. 17	18 Pay period starts Time approval deadline at noon	19 Payroll complete	20 Payroll reconciliation reporting	21	22 Payday	23
24	25	26	27	28	29 Early: Time approval deadline at noon	30
31 Pay period ends: Aug. 18–Aug. 31						



September 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labor Day: Official ASU- designated holiday Pay period starts	2 Payroll complete	3 Payroll reconciliation reporting	4	5 Payday	6
7	8	9	10	11	12	13
14 Pay period ends: Sep. 1–Sep. 14	15 Pay period starts Time approval deadline at noon	16 Payroll complete	17 Payroll reconciliation reporting	18	19 Payday	20
21	22	23	24	25	26	27
28 Pay period ends: Sep. 15–Sep. 28	29 Pay period starts Time approval deadline at noon	30 Payroll complete				



October 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Payroll reconciliation reporting	2	3 Payday	4
5	6	7	8	9	10	11
12 Pay period ends: Sep. 29–Oct. 12	13 Pay period starts Time approval deadline at noon	14 Payroll complete	15 Payroll reconciliation reporting	16	17 Payday	18
19	20	21	22	23	24	25
26 Pay period ends: Oct. 13–Oct. 26	27 Pay period starts Time approval deadline at noon	28 Payroll complete	29 Payroll reconciliation reporting	30	31 Payday	



November 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7 Early: Time approval deadline at noon	8
9 Pay period ends: Oct. 27–Nov. 9	10 Pay period starts Early: Payroll complete	11 Veteran's Day: Official ASU- designated holiday Payroll reconciliation reporting	12	13	14 Payday	15
16	17	18	19	20 Early: Time approval deadline at noon	21 Early: Payroll complete	22
23 Pay period ends: Nov. 10–Nov. 23	24 Pay period starts Payroll reconciliation reporting	25	26 Payday	27 Thanksgiving holiday: Official ASU- designated holiday	28 Thanksgiving holiday: Official ASU- designated holiday	29
30						



December 2025						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7 Pay period ends: Nov. 24–Dec. 7	8 Pay period starts Time approval deadline at noon	9 Payroll complete	10 Payroll reconciliation reporting	11	12 Payday	13
14	15	16	17	18 Early: Time approval deadline at noon	19 Early: Payroll complete	20
21 Pay period ends: Dec. 8–Dec. 21	22 Pay period starts Payroll reconciliation reporting	23	24 Payday	25 Holiday: Official ASU- designated holiday	26 Holiday: Official ASU- designated Holiday	27
28	29	30	31			