

**Payroll Schedule, Overtime Periods and Due Dates for Employment Action Forms (EAFS)**  
**Fiscal year 2024-2025**

Month	SM P/R	Pay Period	Employment Action Forms Due to Human Resources by 9:00 a.m.	Includes Overtime Worked Between These Dates	No. of Wks	Pull Time	Departments Key Time	Pay Day
<b>July 2024</b> <i>Holiday 7/4/24</i>	#13	7/1 - 7/15	Tuesday, June 18, 2024	6/16-6/29	2	7/3/2024	Friday, July 5, 2024	Monday, July 15, 2024
	#14	7/16 - 7/31	Tuesday, July 2, 2024	6/30-7/13	2	7/22/2024	Tuesday, July 23, 2024	Wednesday, July 31, 2024
<b>August 2024</b>	#15	8/1 - 8/15	Friday, July 19, 2024	7/14-7/27	2	8/6/2024	Wednesday, August 7, 2024	Thursday, August 15, 2024
	#16	8/16 - 8/31	Monday, August 5, 2024	7/28-8/10	2	8/21/2024	Thursday, August 22, 2024	Friday, August 30, 2024
<b>September 2024</b> <i>Holiday 9/2/24</i>	#17	9/1 - 9/15	Tuesday, August 20, 2024	8/11-8/24	2	9/4/2024	Thursday, September 5, 2024	Friday, September 13, 2024
	#18	9/16 - 9/30	Tuesday, September 3, 2024	8/25-9/7	2	9/19/2024	Friday, September 20, 2024	Monday, September 30, 2024
<b>October 2024</b>	#19	10/1 - 10/15	Wednesday, September 18, 2024	9/8-9/21	2	10/4/2024	Monday, October 7, 2024	Tuesday, October 15, 2024
	#20	10/16 - 10/31	Monday, October 7, 2024	9/22-10/5	2	10/22/2024	Wednesday, October 23, 2024	Thursday, October 31, 2024
<b>November 2024</b> <i>Holiday 11/28-11/29/24</i>	#21	11/1 - 11/15	Monday, October 21, 2024	10/6-10/19	2	11/6/2024	Thursday, November 7, 2024	Friday, November 15, 2024
	#22	11/16 - 11/30	Monday, November 4, 2024	10/20-11/2	2	11/18/2024	Tuesday, November 19, 2024	Wednesday, November 27, 2024
<b>December 2024</b> <i>Holiday 12/23 -12/31/24</i>	#23	12/1 - 12/15	Friday, November 15, 2024	11/3-11/16	2	12/3/2024	Wednesday, December 4, 2024	Friday, December 13, 2024
	#24	12/16 - 12/31	Friday, November 22, 2024	11/17-11/30	2	12/9/2024	Tuesday, December 10, 2024	Wednesday, December 18, 2024
<b>January 2025</b> <i>Holiday 1/1/2025, 1/20/25</i>	#1	1/1-1/15	Wednesday, December 18, 2024	12/1-12/21	3	1/6/2025	Tuesday, January 7, 2025	Wednesday, January 15, 2025
	#2	1/16-1/31	Tuesday, January 7, 2025	12/22-1/11	3	1/22/2025	Thursday, January 23, 2025	Friday, January 31, 2025
<b>February 2025</b>	#3	2/1-2/15	Tuesday, January 21, 2025	1/12-1/25	2	2/5/2025	Thursday, February 6, 2025	Friday, February 14, 2025
	#4	2/16-2/28	Tuesday, February 4, 2025	1/26-2/8	2	2/19/2025	Thursday, February 20, 2025	Friday, February 28, 2025
<b>March 2025</b>	#5	3/1-3/15	Tuesday, February 18, 2025	2/9-2/22	2	3/5/2025	Thursday, March 6, 2025	Friday, March 14, 2025
	#6	3/16-3/31	Tuesday, March 4, 2025	2/23-3/8	2	3/20/2025	Friday, March 21, 2025	Monday, March 31, 2025
<b>April 2025</b> <i>Holiday 4/18/25</i>	#7	4/1-4/15	Wednesday, March 19, 2025	3/9-3/22	2	4/4/2025	Monday, April 7, 2025	Tuesday, April 15, 2025
	#8	4/16-4/30	Thursday, April 3, 2025	3/23-4/5	2	4/21/2025	Tuesday, April 22, 2025	Wednesday, April 30, 2025
<b>May 2025</b> <i>Holiday 5/26/25</i>	#9	5/1-5/15	Thursday, April 17, 2025	4/6-4/26	3	5/6/2025	Wednesday, May 7, 2025	Thursday, May 15, 2025
	#10	5/16-5/31	Monday, May 5, 2025	4/27-5/10	2	5/20/2025	Wednesday, May 21, 2025	Friday, May 30, 2025
<b>June 2025</b>	#11	6/1-6/15	Monday, May 19, 2025	5/11-5/24	2	6/4/2025	Thursday, June 5, 2025	Friday, June 13, 2025
	#12	6/16-6/30	Tuesday, June 3, 2025	5/25-6/14	3	6/19/2025	Friday, June 20, 2025	Monday, June 30, 2025