



Research Foundation

2025-26 ACADEMIC CALENDAR

<u>2-Week Pay Period</u>	<u>e-PAS Due</u>	<u>Timesheet Due</u>	<u>Pay Date</u>	<u>Pay Cycle</u>
Fall Semester – 9.5 Pays				
08/10/25 - 08/23/25	*08/01/25	08/25/25	08/29/25	218
08/24/25 - 09/06/25	08/22/25	09/08/25	09/12/25	219
09/07/25 - 09/20/25	09/05/25	09/22/25	09/26/25	220
09/21/25 - 10/04/25	09/19/25	10/06/25	10/10/25	221
10/05/25 - 10/18/25	10/03/25	10/20/25	10/24/25	222
10/19/25 - 11/01/25	10/17/25	11/03/25	11/07/25	223
11/02/25 - 11/15/25	10/31/25	11/17/25	11/21/25	224
11/16/25 - 11/29/25	11/14/25	12/01/25	12/05/25	225
11/30/25 - 12/13/25	*11/21/25	**12/10/25	12/19/25	226
12/14/25 - 12/20/25	*11/24/25	**12/17/25	01/02/26	201 Split Pay Period
Spring Semester – 9.5 Pays				
12/21/25 - 12/27/25	*11/24/25	**12/17/25	01/02/26	201 Split Pay Period
12/28/25 - 01/10/26	*12/01/25	01/12/26	01/16/26	202
01/11/26 - 01/24/26	01/09/26	01/26/26	01/30/26	203
01/25/26 - 02/07/26	01/23/26	02/09/26	02/13/26	204
02/08/26 - 02/21/26	02/06/26	02/23/26	02/27/26	205
02/22/26 - 03/07/26	02/20/26	03/09/26	03/13/26	206
03/08/26 - 03/21/26	03/06/26	03/23/26	03/27/26	207
03/22/26 - 04/04/26	03/20/26	04/06/26	04/10/26	208
04/05/26 - 04/18/26	04/03/26	04/20/26	04/24/26	209
04/19/26 - 05/02/26	04/17/26	05/04/26	05/08/26	210
Summer Semester – 7 Pays				
05/03/26 - 05/16/26	*04/24/26	05/18/26	05/22/26	211
05/17/26 - 05/30/26	05/15/26	06/01/26	06/05/26	212
05/31/26 - 06/13/26	05/29/26	*06/12/26	06/18/26	213
06/14/26 - 06/27/26	06/12/26	*06/26/26	07/02/26	214
06/28/26 - 07/11/26	06/26/26	07/13/26	07/17/26	215
07/12/26 - 07/25/26	07/10/26	07/27/26	07/31/26	216
07/26/26 - 08/08/26	07/24/26	08/10/26	08/14/26	217

* Earlier submission of e-PAS or time sheets requested due to new semester or holiday observance.

** ODURF/ODU is CLOSED Wednesday, 12/24/25 through Friday, 01/02/26.

- We **MUST** have the time sheets by 10 AM on **Wednesday, December 10th, 2025**, for the **11/30/25 - 12/13/25** and on **Wednesday, December 17th, 2025**, for the **12/14/25-12/27/25** pay period **BEFORE** Winter Break. You may estimate your time for the week to process payroll for the 01/02/2026 pay date. Any corrections may be made on the following pay period (pay date 01/16/26).
- Please submit e-PAS' no later than **Monday, November 24th, 2025, for pay periods paid through December 27, 2025.**
- Please submit e-PAS' no later than **Monday, December 1st, 2025, for the pay period paid on January 16, 2026.**
- Payroll Authorizations (e-PAS') and hourly timesheets are ALWAYS due by 10AM on the due date.