

FACULTY & SEMI MONTHLY
(FA,LE,LL,AP,AC,ES)

MONTH EXPENSED/COMMENTS	PAF/EPAFS DUE TO HR	LOCK FLAC	RUN ID	PAY PERIOD BEGIN	PAY PERIOD END	CHECK DATE
September FAC/LEC/PTL START ACAD/FALL	08/15/25	08/25/25	SF17	09/01/25	09/15/25	09/15/25
	08/30/25	09/11/25	SF18	09/16/25	09/30/25	09/30/25
October	09/15/25	09/26/25	SF19	10/01/25	10/15/25	10/15/25
	10/01/25	10/10/25	SF20	10/16/25	10/31/25	10/31/25
November	10/16/25	10/27/25	SF21	11/01/25	11/15/25	11/14/25
	11/03/25	11/11/25	SF22	11/16/25	11/30/25	11/26/25
December	11/17/25	11/26/25	SF23	12/01/25	12/15/25	12/15/25
	12/01/25	12/05/25	SF24	12/16/25	12/31/25	12/23/25
January FAC/LEC/PTL START WINTER	12/16/25	12/23/25	SF1	01/01/26	01/15/26	01/15/26
	01/01/26	01/12/26	SF2	01/16/26	01/31/26	01/30/26
February	01/16/26	01/27/26	SF3	02/01/26	02/15/26	02/13/26
	01/30/26	02/11/26	SF4	02/16/26	02/28/26	02/27/26
March	02/16/26	02/24/26	SF5	03/01/26	03/15/26	03/13/26
	02/27/26	03/11/26	SF6	03/16/26	03/31/26	03/31/26
April	03/16/26	03/27/26	SF7	04/01/26	04/15/26	04/15/26
	04/01/26	04/10/26	SF8	04/16/26	04/30/26	04/30/26
May First Pay Summer 1	04/15/26	04/27/26	SF9	05/01/26	05/15/26	05/15/26
	05/01/26	05/11/26	SF10	05/16/26	05/31/26	05/29/26
June **	05/15/26	05/27/26	SF11	06/01/26	06/15/26	06/15/26
	06/01/26	06/11/26	SF12	06/16/26	06/30/26	06/30/26
July First Pay Summer 2	06/15/26	06/26/26	SF13	07/01/26	07/15/26	07/15/26
	07/01/26	07/10/26	SF14	07/16/26	07/31/26	07/31/26
August	07/15/26	07/27/26	SF15	08/01/26	08/15/26	08/14/26
	07/31/26	08/11/26	SF16	08/16/26	08/31/26	08/31/26
September FAC/LEC/PTL START ACAD/FALL	08/01/26	08/27/26	SF17	09/01/26	09/15/26	09/15/26

NOTE PAFs/ ePAFs which are correct, complete (including all appropriate signatures), and received by the appropriate HR office by the "due to" date listed above are guaranteed to be processed to the corresponding check date. Late PAFs/ ePAFs will processed as time permits.

REV 06/25

****Note for Leave Reporting: All submissions and approvals for FY26 required by noon Wednesday 7/01/26**