

WesternU 2025 Payroll Calendar

Hourly Period Dates	Hourly Timecard Approval	Salary Period Dates	Salary Timecard Approval	University Holidays	Payroll #	Pay Date
12/16-12/29/24	12/30/24*	12/23-01/05/25	01/08/25	Christmas Day 12/25 & New Year's Day 01/01	1	01/03/25
12/30-01/12/25	01/13/25	01/06-01/19/25	01/22/25	Dr. Martin Luther King Jr. Day 01/20	2	01/17/25
01/13-01/26/25	01/27/25	01/20-02/02/25	02/05/25		3	01/31/25
01/27-02/09/25	02/10/25	02/03-02/16/25	02/19/25		4	02/14/25
02/10-02/23/25	02/24/25	02/17-03/02/25	03/05/25	Presidents' Day 02/17	5	02/28/25
02/24-03/09/25	03/10/25	03/03-03/16/25	03/19/25		6	03/14/25
03/10-03/23/25	03/24/25	03/17-03/30/25	04/02/25		7	03/28/25
03/24-04/06/25	04/07/25	03/31-04/13/25	04/16/25		8	04/11/25
04/07-04/20/25	04/21/25	04/14-04/27/25	04/30/25		9	04/25/25
04/21-05/04/25	05/05/25	04/28-05/11/25	05/14/25		10	05/09/25
05/05-05/18/25	05/19/25	05/12-05/25/25	05/28/25		11	05/23/25
05/19-06/01/25	06/02/25	05/26-06/08/25	06/11/25	Memorial Day 05/26	12	06/06/25
06/02-06/15/25	06/16/25*	06/09-06/22/25	06/25/25	Juneteenth Day 6/19	13	06/20/25
06/16-06/29/25	06/30/25*	06/23-07/06/25	07/09/25	Independence Day 07/04	14	07/03/25
06/30-07/13/25	07/14/25	07/07-07/20/25	07/23/25		15	07/18/25
07/14-07/27/25	07/28/25	07/21-08/03/25	08/06/25		16	08/01/25
07/28-08/10/25	08/11/25	08/04-08/17/25	08/20/25		17	08/15/25
08/11-08/24/25	08/25/25	08/18-08/31/25	09/03/25		18	08/29/25
08/25-09/07/25	09/08/25	09/01-09/14/25	09/17/25	Labor Day 09/01	19	09/12/25
09/08-09/21/25	09/22/25	09/15-09/28/25	10/01/25		20	09/26/25
09/22-10/05/25	10/06/25	09/29-10/12/25	10/15/25	Indigenous Peoples' Day 10/13	21	10/10/25
10/06-10/19/25	10/20/25	10/13-10/26/25	10/29/25		22	10/24/25
10/20-11/02/25	11/03/25	10/27-11/09/25	11/12/25		23	11/07/25
11/03-11/16/25	11/17/25	11/10-11/23/25	11/26/25	Veterans Day 11/11	24	11/21/25
11/17-11/30/25	12/01/25	11/24-12/07/25	12/10/25	Thanksgiving 11/27 & 11/28	25	12/05/25
12/01-12/14/25	12/15/25	12/08-12/21/25	12/24/25		26	12/19/25
12/15-12/28/25	12/29/25*	12/22-01/04/26	01/07/26	Christmas Day 12/25	1	01/02/26

*Approval required on last day worked due to holiday

Salary timecards are submitted after the pay period ends and are reflected on the following pay statement