



# PAYROLL CALENDAR

# 2025

Questions? Email [hr@hws.edu](mailto:hr@hws.edu)

## January

Su	Mo	Tu	We	Th	Fr	Sa
	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Dec 31-Jan 1: Holiday

## February

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

## March

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## April

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## PAY PERIOD DATES

PAY PERIOD START DATE (SATURDAY)	PAY PERIOD END DATE (FRIDAY)	CHECK DATE (FRIDAY)
12/14/2024	12/27/2024	1/3/2025
12/28/2024	1/10/2025	1/17/2025
1/11/2025	1/24/2025	1/31/2025
1/25/2025	2/7/2025	2/24/2025
2/8/2025	2/21/2025	2/28/2025
2/22/2025	3/7/2025	3/14/2025
3/8/2025	3/21/2025	3/28/2025
3/22/2025	4/4/2025	4/11/2025
4/5/2025	4/18/2025	4/25/2025
4/19/2025	5/2/2025	5/9/2025
5/3/2025	5/16/2025	5/23/2025
5/17/2025	5/30/2025	6/6/2025
5/31/2025	6/13/2025	6/20/2025
6/14/2025	6/27/2025	7/3/2025
6/28/2025	7/11/2025	7/18/2025
7/12/2025	7/25/2025	8/1/2025
7/26/2025	8/8/2025	8/15/2025
8/9/2025	8/22/2025	8/29/2025
8/23/2025	9/5/2025	9/12/2025
9/6/2025	9/19/2025	9/26/2025
9/20/2025	10/3/2025	10/10/2025
10/4/2025	10/17/2025	10/24/2025
10/18/2025	10/31/2025	11/7/2025
11/1/2025	11/14/2025	11/21/2025
11/15/2025	11/28/2025	12/5/2025
11/29/2025	12/12/2025	12/19/2025
12/13/2025	12/26/2025	1/2/2026
12/27/2025	1/9/2026	1/16/2026

## May

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May 26: Holiday

## June

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

June 19: Holiday

## July

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

July 4: Holiday  
July 7: Administrative Leave Day

## August

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## September

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## October

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## November

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Nov 27-28: Holiday

## December

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

Dec 24-25: Holiday  
Dec 26-31: Administrative Leave Days  
\*Dec 26 is a Time Sheet Due Date and Administrative Leave Day  
Jan 1-2: Holiday  
\*Jan 2 is a Pay Day and Holiday