

Butler University 2024-25 Biweekly Payroll Schedule

	Pay Date	Pay Period		Deadline Notes
Summer 2024	6/14/2024	5/25/2024	6/7/2024	
	6/28/2024	6/8/2024	6/21/2024	
	7/12/2024	6/22/2024	7/5/2024	
	7/26/2024	7/6/2024	7/19/2024	
	8/9/2024	7/20/2024	8/2/2024	
	8/23/2024	8/3/2024	8/16/2024	
Fall 2024	9/6/2024	8/17/2024	8/30/2024	Deadline Note: Please approve all time by 10 AM, Tuesday, 9/3/24.
	9/20/2024	8/31/2024	9/13/2024	
	10/4/2024	9/14/2024	9/27/2024	
	10/18/2024	9/28/2024	10/11/2024	
	11/1/2024	10/12/2024	10/25/2024	
	11/15/2024	10/26/2024	11/8/2024	
	11/29/2024	11/9/2024	11/22/2024	
	12/13/2024	11/23/2024	12/6/2024	
	12/27/2024	12/7/2024	12/20/2024	Deadline Note: Please review pay period memo concerning cut-offs for hours being paid 12/27/24.
Spring 2025	1/10/2025	12/21/2024	1/3/2025	
	1/24/2025	1/4/2025	1/17/2025	
	2/7/2025	1/18/2025	1/31/2025	
	2/21/2025	2/1/2025	2/14/2025	
	3/7/2025	2/15/2025	2/28/2025	
	3/21/2025	3/1/2025	3/14/2025	
	4/4/2025	3/15/2025	3/28/2025	
	4/18/2025	3/29/2025	4/11/2025	
	5/2/2025	4/12/2025	4/25/2025	
	5/16/2025	4/26/2025	5/9/2025	
	5/30/2025	5/10/2025	5/23/2025	

All time must be approved in the Time and Labor system by noon each Monday for the prior week.