

2025 University Biweekly Payroll Schedule

Subject to Revision

Biweekly Payroll Number (BW#)	Month	Pay Period Begins	Pay Period Ends	Revenue Center Deadline	Timekeeping Files Submitted	Approval Deadline 6:00 am	Complete & Settle Payroll	Third Pay Period	Pay Date
								Y/N	
BW01	January	12/19/2024	1/1/2025	12/31/2024	1/2/2025	1/3/2025	1/6/2025	N	1/8/2025
BW02		1/2/2025	1/15/2025	1/14/2025	1/15/2025	1/17/2025	1/17/2025	N	1/22/2025
BW03	February	1/16/2025	1/29/2025	1/29/2025	1/30/2025	1/31/2025	2/3/2025	N	2/5/2025
BW04		1/30/2025	2/12/2025	2/11/2025	2/12/2025	2/14/2025	2/14/2025	N	2/19/2025
BW05	March	2/13/2025	2/26/2025	2/26/2025	2/27/2025	2/28/2025	3/3/2025	N	3/5/2025
BW06		2/27/2025	3/12/2025	3/12/2025	3/13/2025	3/14/2025	3/17/2025	N	3/19/2025
BW07	April	3/13/2025	3/26/2025	3/26/2025	3/27/2025	3/28/2025	3/31/2025	N	4/2/2025
BW08		3/27/2025	4/9/2025	4/9/2025	4/10/2025	4/11/2025	4/14/2025	N	4/16/2025
BW09		4/10/2025	4/23/2025	4/23/2025	4/24/2025	4/25/2025	4/28/2025	Y**	4/30/2025
BW10	May	4/24/2025	5/7/2025	5/7/2025	5/8/2025	5/9/2025	5/12/2025	N	5/14/2025
BW11		5/8/2025	5/21/2025	5/20/2025	5/21/2025	5/23/2025	5/23/2025	N	5/28/2025
BW12	June	5/22/2025	6/4/2025	6/4/2025	6/5/2025	6/6/2025	6/9/2025	N	6/11/2025
BW13		6/5/2025	6/18/2025	6/18/2025	6/19/2025	6/20/2025	6/23/2025	N	6/25/2025
BW14	July	6/19/2025	7/2/2025	7/1/2025	7/2/2025	*7/3/2025 1:00 PM	7/7/2025	N	7/9/2025
BW15		7/3/2025	7/16/2025	7/16/2025	7/17/2025	7/18/2025	7/21/2025	N	7/23/2025
BW16	August	7/17/2025	7/30/2025	7/30/2025	7/31/2025	8/1/2025	8/4/2025	N	8/6/2025
BW17		7/31/2025	8/13/2025	8/13/2025	8/14/2025	8/15/2025	8/18/2025	N	8/20/2025
BW18	September	8/14/2025	8/27/2025	8/26/2025	8/27/2025	8/29/2025	8/29/2025	N	9/3/2025
BW19		8/28/2025	9/10/2025	9/10/2025	9/11/2025	9/12/2025	9/15/2025	N	9/17/2025
BW20	October	9/11/2025	9/24/2025	9/24/2025	9/25/2025	9/26/2025	9/29/2025	N	10/1/2025
BW21		9/25/2025	10/8/2025	10/7/2025	10/8/2025	10/10/2025	10/10/2025	N	10/15/2025
BW22		10/9/2025	10/22/2025	10/22/2025	10/23/2025	10/24/2025	10/27/2025	Y**	10/29/2025
BW23	November	10/23/2025	11/5/2025	11/5/2025	11/6/2025	11/7/2025	11/10/2025	N	11/12/2025
BW24		11/6/2025	11/19/2025	11/19/2025	11/20/2025	11/21/2025	11/24/2025	N	11/26/2025
BW25	December	11/20/2025	12/3/2025	12/3/2025	12/4/2025	12/5/2025	12/8/2025	N	12/10/2025
BW26		12/4/2025	12/17/2025	12/17/2025	12/18/2025	12/19/2025	12/22/2025	N	12/24/2025

*Dates in **RED BOLD** differ from normal schedule

**Select benefit deductions will not be taken on the third pay period of the month

2025 USC Holidays

New Year's Day 1/1/2025
Martin Luther King Day 1/20/2025
President's Day 2/17/2025

Memorial Day 5/26/2025
Independence Day 7/4/2025
Labor Day 9/1/2025

Thanksgiving 11/27/2025 - 11/28/2025
Christmas 12/25/2025
Winter Recess 12/26/2025 - 12/31/2025