California State University
SAN MARCOS

2025 HOURLY & ADDITIONAL PAY CUTOFF DATES & PAYDAY SCHEDULE

Student & Hourly employees, Special Consultants, OT, Shift, Stipends & Bonus Payments

PAY PERIOD BEG. & END DATES	WORK DYS	LAST DAY FOR EMPLOYEES TO INPUT TIME ON-LINE	MANAGER ON-LINE APPROVAL DUE AT 5:00 PM	HOLIDAYS & CAMPUS CLOSURE	SCHEDULED PAYDAY
JANUARY 2025 Jan 1 – Jan 30	**22**	**01/30/2025**	**01/31/2025**	Jan 1 & 20	**THURSDAY** Feb 14
FEBRUARY Jan 31 – Feb 28	**21**	**02/28/2025**	**03/03/2025**	None	**FRIDAY** Mar 14
MARCH Mar 1 – Mar 31	**21**	**03/31/2025**	**04/01/2025**	Mar 31	**TUESDAY** Apr 15
APRIL Apr 1 – Apr 30	**22**	**04/30/2025**	**05/01/2025**	None	**THURSDAY** May 15
MAY May 1 – May 31	**22**	**05/31/2025**	**06/02/2025**	May 26	**MONDAY** Jun 16
JUNE Jun 1 – Jun 30	**21**	**06/30/2025**	**07/01/2025**	Jun 19	**TUESDAY** Jul 15
JULY July 1 – July 30	**22**	**07/30/2025**	**07/31/2025**	July 4	**FRIDAY** Aug 15
AUGUST July 31 – Aug 31	**22**	**08/31/2025**	**09/01/2025**	None	**MONDAY** Sept 15
SEPTEMBER Sept 1 – Sept 30	**22**	**09/30/2025**	**10/01/2025**	Sept 1	**WEDNESDAY** Oct 15
OCTOBER Oct 1 – Oct 30	**22**	**10/30/2025**	**10/31/2025**	None	**FRIDAY** Nov 14
NOVEMBER Oct 31 – Dec 1	**22**	**12/01/2025**	**12/2/2025**	Nov 11, 27, & 28	**MONDAY** Dec 15
DECEMBER Dec 2 – Dec 31	**22**	**12/31/2025**	**01/01/2026**	Dec 25, 26, 29, 30, & 31	**THURSDAY** Jan 15, 2026