

# December 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
Pay ID SM23 SM24 MN12 SM1	Work Cycle 11/16 – 11/30 12/01 – 12/15 12/01 – 12/31 12/16 – 12/31	SM24 & MN12 Open for Entry			SM23 Entry Closes at Noon	
6	7	8	9	10	11	12
	SM23 Ded Upload by Noon Approval by 3:00	BOM FLAC Entry by 1:00pm			GATA Asstshp MN12 Due in Grad School	
13	14	15	16	17	18 No Manual Cks	19
		Contracts/PSAs Due in Payroll by 1:00pm HRS Faculty EPAFs/FLAC Submitted by 1:00pm  PAYDAY SM23	SM24 & MN12 Entry Closes at Noon  SM1 Open for Entry	SM24 & MN12 Ded Upload by Noon Approval by 3:00		
20	21 No Manual Cks	22	23	24	25	26
				UNC CLOSED Sub Presidents' Day	UNC CLOSED Christmas Day	
27	28	29	30	31		
	UNC CLOSED Sub Francis Xavier Cabrini Day/Indigenous Peoples Day	UNC CLOSED Sub Veterans Day	UNC CLOSED President Admin Leave Day	UNC CLOSED President Admin Leave Day PAYDAY SM24 & MN12	Pay ID    Time Entry Dates    Payday SM23    11/16 – 12/04    12/15 Tues SM24    12/01 – 12/16    12/31 Thurs MN12    12/01 – 12/16    12/31 Thurs SM1    12/16 – 01/06    01/15 Fri	