

# May 2025

## Deadlines Subject to Change: Final Version E-Mailed Monthly

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PAY ID      Work Cycle      Time Entry Date      Payday SM9      04/16 – 04/30      04/16 – 05/06      05/15 Thursday SM10      05/01 – 05/15      05/01 – 05/20      05/30 Friday MN5      05/01 – 05/31      05/01 – 05/20      05/30 Friday SM11      05/16 – 05/31      05/16 – 06/04      06/13 Friday				1 SM10 & MN5 Open for Entry	2	3
4	5	6 SM9 Entry Closes at Noon	7 SM9 Deduction Upload by Noon Approvals by 3:00	8	9	10
11	12	13 GATA MN5 EPAFs Completed	14 BOM FLAC Entry by 1:00 PM	15 Contracts/PSAs Due in Payroll  PAYDAY SM9	16 SM11 Open for Entry  UNC CLOSED at 1:00pm	17
18	19 HRS Faculty FLAC/EPAFs Submitted by 1:00 PM	20 SM10 & MN5 Entry Closes at Noon	21 SM10 & MN5 Deduction Upload by Noon Approvals by 3:00	22	No Manual Cks 23	24
25	26 UNC/BANKS CLOSED Memorial Day		28	29	30 UNC CLOSED at 1:00pm  PAYDAY SM10 & MN5	31