RIT
Controller

# 2026 Bi-Weekly Payroll Schedule

rit.edu/controller/payroll-schedules

*Timecard approval period begins after the period ends at* ***Midnight on Thursday*** *and Timesheets will be locked for editing until the* ***end of day Tuesday*** *for processing.*

*Business processes that are* ***NOT*** *fully approved* ***by the Timecard and Approval deadline*** *(below) will be picked up and processed in the following pay period.*

| # | Pay Period Start | Pay Period End | Timecard Lock and Approval Deadline | Pay Date |
|---|---|---|---|---|
| 1 | 12/12/2025 | 12/25/2025 | 12/29/2025 | 1/2/2026 |
| 2 | 12/26/2025 | 1/8/2026 | 1/12/2026 | 1/16/2026 |
| 3 | 1/9/2026 | 1/22/2026 | 1/26/2026 | 1/30/2026 |
| 4 | 1/23/2026 | 2/5/2026 | 2/9/2026 | 2/13/2026 |
| 5 | 2/6/2026 | 2/19/2026 | 2/23/2026 | 2/27/2026 |
| 6 | 2/20/2026 | 3/5/2026 | 3/9/2026 | 3/13/2026 |
| 7 | 3/6/2026 | 3/19/2026 | 3/23/2026 | 3/27/2026 |
| 8 | 3/20/2026 | 4/2/2026 | 4/6/2026 | 4/10/2026 |
| 9 | 4/3/2026 | 4/16/2026 | 4/20/2026 | 4/24/2026 |
| 10 | 4/17/2026 | 4/30/2026 | 5/4/2026 | 5/8/2026 |
| 11 | 5/1/2026 | 5/14/2026 | 5/18/2026 | 5/22/2026 |
| 12 | 5/15/2026 | 5/28/2026 | 6/1/2026 | 6/5/2026 |
| 13 | 5/29/2026 | 6/11/2026 | 6/14/2026 | 6/18/2026 |
| 14 | 6/12/2026 | 6/25/2026 | 6/29/2026 | 7/3/2026 |
| 15 | 6/26/2026 | 7/9/2026 | 7/13/2026 | 7/17/2026 |
| 16 | 7/10/2026 | 7/23/2026 | 7/27/2026 | 7/31/2026 |
| 17 | 7/24/2026 | 8/6/2026 | 8/10/2026 | 8/14/2026 |
| 18 | 8/7/2026 | 8/20/2026 | 8/24/2026 | 8/28/2026 |
| 19 | 8/21/2026 | 9/3/2026 | 9/7/2026 | 9/11/2026 |
| 20 | 9/4/2026 | 9/17/2026 | 9/21/2026 | 9/25/2026 |
| 21 | 9/18/2026 | 10/1/2026 | 10/5/2026 | 10/9/2026 |
| 22 | 10/2/2026 | 10/15/2026 | 10/19/2026 | 10/23/2026 |
| 23 | 10/16/2026 | 10/29/2026 | 11/2/2026 | 11/6/2026 |
| 24 | 10/30/2026 | 11/12/2026 | 11/16/2026 | 11/20/2026 |
| 25 | 11/13/2026 | 11/26/2026 | 11/30/2026 | 12/4/2026 |
| 26 | 11/27/2026 | 12/10/2026 | 12/14/2026 | 12/18/2026 |
| 27 | 12/11/2026 | 12/24/2026 | 12/27/2026 | 12/31/2026 |
| 1 | 12/25/2026 | 1/7/2027 | 1/11/2027 | 1/15/2027 |

RIT Controller

# 2026 Semi-Monthly Payroll Schedule

rit.edu/controller/payroll-schedules

*Business processes that are **NOT** fully approved by the **Approval deadline** (below), will be picked up and processed in the following pay period.*

*Faculty **Post** pay periods include 05/31, 06/15, and 06/30.*

*Faculty **Pre** Pay periods include 07/15, 07/31, and 08/15.*

| # | Pay Period Start | Pay Period End | Business Process Approval Deadline | Pay Date |
|---|---|---|---|---|
| 1 | 1/1/2026 | 1/15/2026 | 1/9/2026 | 1/15/2026 |
| 2 | 1/16/2026 | 1/31/2026 | 1/26/2026 | 1/30/2026 |
| 3 | 2/1/2026 | 2/15/2026 | 2/9/2026 | 2/13/2026 |
| 4 | 2/16/2026 | 2/28/2026 | 2/23/2026 | 2/27/2026 |
| 5 | 3/1/2026 | 3/15/2026 | 3/9/2026 | 3/13/2026 |
| 6 | 3/16/2026 | 3/31/2026 | 3/25/2026 | 3/31/2026 |
| 7 | 4/1/2026 | 4/15/2026 | 4/9/2026 | 4/15/2026 |
| 8 | 4/16/2026 | 4/30/2026 | 4/24/2026 | 4/30/2026 |
| 9 | 5/1/2026 | 5/15/2026 | 5/11/2026 | 5/15/2026 |
| 10 | 5/16/2026 | 5/31/2026 | 5/22/2026 | 5/29/2026 |
| 11 | 6/1/2026 | 6/15/2026 | 6/9/2026 | 6/15/2026 |
| 12 | 6/16/2026 | 6/30/2026 | 6/24/2026 | 6/30/2026 |
| 13 | 7/1/2026 | 7/15/2026 | 7/9/2026 | 7/15/2026 |
| 14 | 7/16/2026 | 7/31/2026 | 7/27/2026 | 7/31/2026 |
| 15 | 8/1/2026 | 8/15/2026 | 8/10/2026 | 8/14/2026 |
| 16 | 8/16/2026 | 8/31/2026 | 8/25/2026 | 8/31/2026 |
| 17 | 9/1/2026 | 9/15/2026 | 9/9/2026 | 9/15/2026 |
| 18 | 9/16/2026 | 9/30/2026 | 9/24/2026 | 9/30/2026 |
| 19 | 10/1/2026 | 10/15/2026 | 10/9/2026 | 10/15/2026 |
| 20 | 10/16/2026 | 10/31/2026 | 10/26/2026 | 10/30/2026 |
| 21 | 11/1/2026 | 11/15/2026 | 11/9/2026 | 11/13/2026 |
| 22 | 11/16/2026 | 11/30/2026 | 11/20/2026 | 11/30/2026 |
| 23 | 12/1/2026 | 12/15/2026 | 12/9/2026 | 12/15/2026 |
| 24 | 12/16/2026 | 12/31/2026 | 12/21/2026 | 12/31/2026 |