



FY25 TIMESHEET DEADLINE CALENDAR

PAYROLL ID	Temporary Timesheet Due to AAOU SSC (via RT Ticket)/ETS Approved in PSHR	PAY PERIOD	
2025-001	07/04/24	06/16/24	06/29/24
2025-002	07/18/24	06/30/24	07/13/24
2025-003	08/01/24	07/14/24	07/27/24
2025-004	08/15/24	07/28/24	08/10/24
2025-005	08/29/24	08/11/24	08/24/24
2025-006	09/12/24	08/25/24	09/07/24
2025-007	09/26/24	09/08/24	09/21/24
2025-008	10/10/24	09/22/24	10/05/24
2025-009	10/24/24	10/06/24	10/19/24
2025-010	11/07/24	10/20/24	11/02/24
2025-011	11/21/24	11/03/24	11/16/24
2025-012	12/05/24	11/17/24	11/30/24
2025-013	12/19/24	12/01/24	12/14/24
2025-014	01/02/25	12/15/24	12/28/24
2025-015	01/16/25	12/29/24	01/11/25
2025-016	01/30/25	01/12/25	01/25/25
2025-017	02/13/25	01/26/25	02/08/25
2025-018	02/27/25	02/09/25	02/22/25
2025-019	03/12/25	02/23/25	03/08/25
2025-020	03/27/25	03/09/25	03/22/25
2025-021	04/10/25	03/23/25	04/05/25
2025-022	04/24/25	04/06/25	04/19/25
2025-023	05/08/25	04/20/25	05/03/25
2025-024	05/22/25	05/04/25	05/17/25
2025-025	06/05/25	05/18/25	05/31/25
2025-026	06/19/25	06/01/25	06/14/25

Temporary timesheets are **REQUIRED** to be submitted to AAOU SSC via an RT Ticket by the deadlines specified above. Electronic timesheets are **REQUIRED** to be approved in PSHR by the deadline specified above. Failure to do so timely will delay employees from receiving their pay on time.