

2025 Biweekly Payroll Schedule

Below please find the biweekly payroll schedule for 2025. The biweekly pay period begins on Monday and ends on Sunday. [Timesheet entries in Workday must be submitted by 10:00am and approved by noon on Monday prior to payday \(*or other day/times due to Holidays\)](#). If you cannot update your hours by these deadlines, please submit an approved [Prior Pay Period Adjustment form](#) to payroll@bowdoin.edu. Payments are issued every other Friday, except during holiday weeks as indicated below.

Controller's Office / Payroll Contacts:

- Biweekly/Hourly payroll: Vicki Hart, vhart@bowdoin.edu
- Monthly/Exempt payroll: Heather Stowe, h.stowe@bowdoin.edu
- Payroll email address: payroll@bowdoin.edu

#	FY	AYB	Pay Cycle Dates	Timesheet (TS) Due	Pay Day	Holiday
1	FY25	*	Mon, Dec 16, 2024 – Sun, Dec 29, 2024	*Thurs, Dec 19, 2024 (submit by 10:00am & approve by noon.)	Fri, Jan 3, 2025	Christmas
2	FY25		Mon, Dec 30, 2024 - Sun, Jan 12, 2025	Mon, Jan 13, 2025	Fri, Jan 17, 2025	New Years
3	FY25	*	Mon, Jan 13, 2025 – Sun, Jan 26, 2025	Mon, Jan 27, 2025	Fri, Jan 31, 2025	MLK
4	FY25	*	Mon, Jan 27, 2025 – Sun, Feb 9, 2025	Mon, Feb 10, 2025	Fri, Feb 14, 2025	
5	FY25	*	Mon, Feb 10, 2025 – Sun, Feb 23, 2025	Mon, Feb 24, 2025	Fri, Feb 28, 2025	President's Day
6	FY25	*	Mon, Feb 24, 2025 – Sun, Mar 9, 2025	Mon, Mar 10, 2025	Fri, Mar 14, 2025	
7	FY25		Mon, Mar 10, 2025 – Sun, Mar 23, 2025	Mon, Mar 24, 2025	Fri, Mar 28, 2025	
8	FY25	*	Mon, Mar 24, 2025 – Sun, Apr 6, 2025	Mon, Apr 7, 2025	Fri, Apr 11, 2025	
9	FY25	*	Mon, Apr 7, 2025 – Sun, Apr 20, 2025	Mon, Apr 21, 2025	Fri, Apr 25, 2025	
10	FY25	*	Mon, Apr 21, 2025 – Sun, May 4, 2025	Mon, May 5, 2025	Fri, May 9, 2025	
11	FY25	*	Mon, May 5, 2025 – Sun, May 18, 2025	Mon, May 19, 2025	Fri, May 23, 2025	
12	FY25	*	Mon, May 19, 2025 – Sun, Jun 1, 2025	Mon, Jun 2, 2025	Fri, Jun 6, 2025	Memorial Day
13	FY25		Mon, Jun 2, 2025 – Sun, Jun 15, 2025	Mon, Jun 16, 2025	Fri, Jun 20, 2025	
14	FY25		Mon, Jun 16, 2025 – Sun, Jun 29, 2025	Mon, Jun 30, 2025	Thurs, July 3, 2025	Juneteenth
15	FY26		Mon, Jun 30, 2025 – Sun, Jul 13, 2025	Mon, Jul 14, 2025	Fri, Jul 18, 2025	Independence Day
16	FY26		Mon, Jul 14, 2025 – Sun, Jul 27, 2025	Mon, Jul 28, 2025	Fri, Aug 1, 2025	
17	FY26		Mon, Jul 28, 2025 – Sun, Aug 10, 2025	Mon, Aug 11, 2025	Fri, Aug 15, 2025	
18	FY26	*	Mon, Aug 11, 2025 – Sun, Aug 24, 2025	Mon, Aug 25, 2025	Fri, Aug 29, 2025	
19	FY26	*	Mon, Aug 25, 2025 – Sun, Sep 7, 2025	Mon, Sep 8, 2025	Fri, Sep 12, 2025	Labor Day
20	FY26	*	Mon, Sep 8, 2025 – Sun, Sep 21, 2025	Mon, Sep 22, 2025	Fri, Sep 26, 2025	
21	FY26	*	Mon, Sep 22, 2025 – Sun, Oct 5, 2025	Mon, Oct 6, 2025	Fri, Oct 10, 2025	
22	FY26	*	Mon, Oct 6, 2025 – Sun, Oct 19, 2025	Mon, Oct 20, 2025	Fri, Oct 24, 2025	
23	FY26	*	Mon, Oct 20, 2025 – Sun, Nov 2, 2025	Mon, Nov 3, 2025	Fri, Nov 7, 2025	
24	FY26	*	Mon, Nov 3, 2025 – Sun, Nov 16, 2025	Mon, Nov 17, 2025	Fri, Nov 21, 2025	
25	FY26	*	Mon, Nov 17, 2025 – Sun, Nov 30, 2025	Mon, Dec 1, 2025	Fri, Dec 5, 2025	Thanksgiving
26	FY26	*	Mon, Dec 1, 2025 – Sun, Dec 14, 2025	Mon, Dec 15, 2025	Fri, Dec 19, 2025	
1	FY26	*	Mon, Dec 15, 2025 – Sun, Dec 28, 2025	Mon, Dec 22, 2025 (submit by 10:00am, approve by noon)	Fri, Jan 2, 2026	Christmas

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