

## 2026 Biweekly Payroll Schedule

Below please find the biweekly payroll schedule for 2025. <u>The biweekly pay period begins on Monday and ends on Sunday</u>. <u>Timesheet</u> <u>entries in Workday</u> must be submitted by 10:00am and approved by noon on Monday prior to payday (\*or other day/times due to <u>Holidays</u>). If you cannot update your hours by these deadlines, please submit an approved <u>Prior Pay Period Adjustment form</u> 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	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 Thu, Jan 1, 2026
2	FY26		Mon, Dec 29, 2025 - Sun, Jan 11, 2026	Mon, Jan 12, 2026	Fri, Jan 16, 2026	New Year's Day
3	FY26	*	Mon, Jan 12, 2026 – Sun, Jan 25, 2026	Mon, Jan 26, 2026	Fri, Jan 30, 2026	MLK
4	FY26	*	Mon, Jan 26, 2026 – Sun, Feb 8, 2026	Mon, Feb 9, 2026	Fri, Feb 13, 2026	
5	FY26	*	Mon, Feb 9, 2026 – Sun, Feb 22, 2026	Mon, Feb 23, 2026	Fri, Feb 27, 2026	President's Day
6	FY26	*	Mon, Feb 23, 2026 – Sun, Mar 8, 2026	Mon, Mar 9, 2026	Fri, Mar 13, 2026	
7	FY26		Mon, Mar 9, 2026 – Sun, Mar 22, 2026	Mon, Mar 23, 2026	Fri, Mar 27, 2026	
8	FY26	*	Mon, Mar 23, 2026 – Sun, Apr 5, 2026	Mon, Apr 6, 2026	Fri, Apr 10, 2026	
9	FY26	*	Mon, Apr 6, 2026 – Sun, Apr 19, 2026	Mon, Apr 20, 2026	Fri, Apr 24, 2026	
10	FY26	*	Mon, Apr 20, 2026 – Sun, May 3, 2026	Mon, May 4, 2026	Fri, May 8, 2026	
11	FY26	*	Mon, May 4, 2026 – Sun, May 17, 2026	Mon, May 18, 2026	Fri, May 22, 2026	
12	FY26	*	Mon, May 18, 2026 – Sun, May 31, 2026	Mon, Jun 1, 2026	Fri, Jun 5, 2026	Memorial Day
13	FY26		Mon, Jun 1, 2026 – Sun, Jun 14, 2026	Mon, Jun 15, 2026	Fri, Jun 19, 2026	
14	FY26		Mon, Jun 15, 2026 – Sun, Jun 28, 2026	Mon, Jun 29, 2026	Thu, July 2, 2026	Juneteenth
15	FY27		Mon, Jun 29, 2026 – Sun, Jul 12, 2026	Mon, Jul 13, 2026	Fri, Jul 17, 2026	Independence Day
16	FY27		Mon, Jul 13, 2026 – Sun, Jul 26, 2026	Mon, Jul 27, 2026	Fri, Jul 31, 2026	
17	FY27		Mon, Jul 27, 2026 – Sun, Aug 9, 2026	Mon, Aug 10, 2026	Fri, Aug 14, 2026	
18	FY27	*	Mon, Aug 10, 2026 – Sun, Aug 23, 2026	Mon, Aug 24, 2026	Fri, Aug 28, 2026	
19	FY27	*	Mon, Aug 24, 2026 – Sun, Sep 6, 2026	Mon, Sep 7, 2026	Fri, Sep 11, 2026	Labor Day
20	FY27	*	Mon, Sep 7, 2026 – Sun, Sep 20, 2026	Mon, Sep 21, 2026	Fri, Sep 25, 2026	
21	FY27	*	Mon, Sep 21, 2026 – Sun, Oct 4, 2026	Mon, Oct 5, 2026	Fri, Oct 9, 2026	
22	FY27	*	Mon, Oct 5, 2026 – Sun, Oct 18, 2026	Mon, Oct 19, 2026	Fri, Oct 23, 2026	
23	FY27	*	Mon, Oct 19, 2026 – Sun, Nov 1, 2026	Mon, Nov 2, 2026	Fri, Nov 6, 2026	
24	FY27	*	Mon, Nov 2, 2026 – Sun, Nov 15, 2026	Mon, Nov 16, 2026	Fri, Nov 20, 2026	
25	FY27	*	Mon, Nov 16, 2026 – Sun, Nov 29, 2026	Mon, Nov 30, 2026	Fri, Dec 4, 2026	Thanksgiving
26	FY27	*	Mon, Nov 30, 2026 – Sun, Dec 13, 2026	Mon, Dec 14, 2026	Fri, Dec 18, 2026	
27	FY27	*	Mon, Dec 14, 2026 – Sun, Dec 27, 2026	Mon, Dec 21, 2026 (submit by 10:00am, approve by noon)	Thu, Dec 31, 2026	Christmas Fri, Jan 1, 2027

Controller's Office – 216 Maine Street 3530 College Station • Brunswick • Maine 04011 • Tel 207.725.3584 • Fax 207.725.3920