

University of the Incarnate Word

ADMINISTRATORS/FACULTY PAYROLL SCHEDULE

FISCAL YEAR 2024-2025

Monthly Pay Period		FORMS ARE DUE TO THE PAYROLL OFFICE BY 5:00 P.M.	Pay Date	Pay #
June 1, 2024	June 30, 2024	June 14, 2024	June 28, 2024	MN6
July 1, 2024	July 31, 2024	July 15, 2024	July 31, 2024	MN7
August 1, 2024	August 31, 2024	August 15, 2024	August 30, 2024	MN8
September 1, 2024	September 30, 2024	September 13, 2024	September 30, 2024	MN9
October 1, 2024	October 31, 2024	October 15, 2024	October 31, 2024	MN10
November 1, 2024	November 30, 2024	November 15, 2024	November 29, 2024	MN11
**December 1, 2024	December 31, 2024	December 10, 2024	December 20, 2024	MN12
January 1, 2025	January 31, 2025	January 15, 2025	January 31, 2025	MN1
February 1, 2025	February 28, 2025	February 14, 2025	February 28, 2025	MN2
March 1, 2025	March 31, 2025	March 14, 2025	March 31, 2025	MN3
April 1, 2025	April 30, 2025	April 15, 2025	April 30, 2025	MN4
May 1, 2025	May 31, 2025	May 15, 2025	May 30, 2025	MN5

**** Schedule subject to change due to Holidays ****

Pay Authorization Forms, Deduction Forms