

## FULL-TIME FACULTY PAYROLL SCHEDULE

The following schedule indicates the pay periods, timesheet due dates, and paydates for the academic year 2025-26.

Full-time faculty and staff who have assignments that qualify for additional earnings will have a separate part-time faculty check processed in addition to their regular bi-weekly earnings. Full-time faculty earnings will be disbursed in accordance to the following schedule:

PAY PERIOD		DUE DATE	PAYDATE	
			Check #	
07/27/25	- 08/09/25	Timesheet not required	1	08/22/25
08/10/25	- 08/23/25		2	08/29/25
08/24/25	- 09/06/25		3	09/12/25
09/07/25	- 09/20/25		4	09/26/25
09/21/25	- 10/04/25		5	10/10/25
10/05/25	- 10/18/25		6	10/24/25
10/19/25	- 11/01/25		7	11/07/25
11/02/25	- 11/15/25		8	11/21/25
11/16/25	- 11/29/25		9	12/05/25
11/30/25	- 12/13/25		10	12/19/25
12/14/25	- 12/27/25		11	01/02/26
12/28/25	- 01/10/26		12	01/16/26
01/11/26	- 01/24/26		13	01/30/26
01/25/26	- 02/07/26		14	02/13/26
02/08/26	- 02/21/26		15	02/27/26
02/22/26	- 03/07/26		16	03/13/26
03/08/26	- 03/21/26		17	03/27/26
03/22/26	- 04/04/26		18	04/10/26
04/05/26	- 04/18/26		19	04/24/26
04/19/26	- 05/02/26		20	05/08/26
05/03/26	- 05/16/26			-

\* Early paydate

^ Early time sheet submission and supervisor approval date

Timesheets received by payroll after the due date will be processed on the following paydate. Due dates/paydates are subject to change if payroll need arises. In the event of a change, a college-wide announcement will be made on week-ahead. Updates can also be found online: <http://www.matc.edu/who-we-are/offices/finance/payroll.html>