

2026 MONTHLY PAYROLL PROCESSING CALENDAR

PAY PERIOD <i>month ending</i>	PAY RUN ID	LEAVE TIME <i>submit current changes NO later than NOON/12:00pm</i>	PAYROLL <i>finalized</i>	COSTING ALLOCATION <i>submit current changes</i>	WORKDAYS <i>per pay period</i>	PAYDAY
JANUARY	26MA	Monday, January 26, 2026	01/27/26	Thursday, January 22, 2026	22	01/30/26
FEBRUARY	26MB	Monday, February 23, 2026	02/24/26	Thursday, February 19, 2026	20	02/27/26
MARCH	26MC	Monday, March 23, 2026	03/24/26	Thursday, March 19, 2026	22	03/30/26
APRIL	26MD	Friday, April 24, 2026	04/27/26	Thursday, April 23, 2026	22	04/30/26
MAY	26ME	Friday, May 22, 2026	05/26/26	Thursday, May 21, 2026	21	05/29/26
JUNE	26MF	Wednesday, June 24, 2026	06/25/26	Monday, June 22, 2026	22	06/30/26
JULY	26MG	Thursday, July 23, 2026	07/23/26	Tuesday, July 21, 2026	23	07/30/26
AUGUST	26MH	Monday, August 24, 2026	08/25/26	Thursday, August 20, 2026	21	08/28/26
SEPTEMBER	26MI	Wednesday, September 23, 2026	09/24/26	Tuesday, September 22, 2026	22	09/30/26
OCTOBER	26MJ	Friday, October 23, 2026	10/26/26	Thursday, October 22, 2026	22	10/30/26
NOVEMBER	26MK	Thursday, November 19, 2026	11/23/26	Wednesday, November 18, 2026	21	11/30/26
DECEMBER	26ML	Wednesday, December 16, 2026	12/17/26	Tuesday, December 15, 2026	23	12/23/26

GENERAL NOTES:

- Items highlighted in yellow indicates processing dates which have been moved forward to incorporate University holidays or fiscal year-end processing requirements.
- Cutoff Deadlines are subject to change.
- **Leave Time** column: must be entered by date to be on current payroll.
- ** December process schedule subject to change, updates are communicated through UofL Today and emails to UBM & LFO distribution lists.**

Number of Workdays

Questions? Please contact Payroll Services at 502/852-2978 or payroll@louisville.edu.