

BI-WEEKLY TEMPORARY HOURLY AND STUDENT EMPLOYEES Calendar for 2026

Leave Period	Timesheet Date - From	Timesheet Date - To	Employee Deadline - 5:00 PM	Approver Deadline - 12 NOON	Deadline for Submission of paperwork for pay rate or position changes	Check Date
BW 01	12/15/25	12/28/25	12/29/2025	12/30/2025	12/10/2025	1/9/2026
BW 02	12/29/25	1/11/26	1/12/2026	1/13/2026	12/24/2025	1/23/2026
BW 03	1/12/26	1/25/26	1/26/2026	1/27/2026	1/7/2026	2/6/2026
BW 04	1/26/26	2/8/26	2/9/2026	2/10/2026	1/21/2026	2/20/2026
BW 05	2/9/26	2/22/26	2/23/2026	2/24/2026	2/4/2026	3/6/2026
BW 06	2/23/26	3/8/26	3/9/2026	3/10/2026	2/18/2026	3/20/2026
BW 07	3/9/26	3/22/26	3/23/2026	3/24/2026	3/4/2026	04/02/2026
BW 08	3/23/26	4/5/26	4/6/2026	4/7/2026	3/18/2026	4/17/2026
BW 09	4/6/26	4/19/26	4/20/2026	4/21/2026	4/1/2026	5/1/2026
BW 10	4/20/26	5/3/26	5/4/2026	5/5/2026	4/15/2026	5/15/2026
BW 11	5/4/26	5/17/26	5/18/2026	5/19/2026	4/29/2026	5/29/2026
BW 12	5/18/26	5/31/26	6/1/2026	6/2/2026	5/13/2026	6/12/2026
BW 13	6/1/26	6/14/26	6/15/2026	6/16/2026	5/27/2026	6/26/2026
BW 14	6/15/26	6/28/26	6/29/2026	6/30/2026	6/10/2026	7/10/2026
BW 15	6/29/26	7/12/26	7/13/2026	7/14/2026	6/24/2026	7/24/2026
BW 16	7/13/26	7/26/26	7/27/2026	7/28/2026	7/8/2026	8/7/2026
BW 17	7/27/26	8/9/26	8/10/2026	8/11/2026	7/22/2026	8/21/2026
BW 18	8/10/26	8/23/26	8/24/2026	8/25/2026	8/5/2026	9/4/2026
BW 19	8/24/26	9/6/26	9/7/2026	9/8/2026	8/19/2026	9/18/2026
BW 20	9/7/26	9/20/26	9/21/2026	9/22/2026	9/2/2026	10/2/2026
BW 21	9/21/26	10/4/26	10/5/2026	10/6/2026	9/16/2026	10/16/2026
BW 22	10/5/26	10/18/26	10/19/2026	10/20/2026	9/30/2026	10/30/2026
BW 23	10/19/26	11/1/26	11/2/2026	11/3/2026	10/14/2026	11/13/2026
BW 24	11/2/26	11/15/26	11/16/2026	11/17/2026	10/28/2026	11/25/2026
BW 25	11/16/26	11/29/26	11/30/2026	12/1/2026	11/11/2026	12/11/2026
BW26	11/30/26	12/13/26	12/14/2026	12/15/2026	11/25/2026	12/23/2026