

TEXAS A&M ENGINEERING

Texas A&M College of Engineering • Texas Engineering Experiment Station • Texas Engineering Extension Service • Texas Transportation Institute

Engineering Human Resources & Payroll

BIWEEKLY PAYROLL SCHEDULE September 2024 – August 2025

Payroll Period #	From	Thru	Initialization Payroll and Retro	Timesheets Due	Settlement	Pay Date	Longevity Pay Dates
1	Aug 18	Aug 31	Aug 29*	Aug 29*	Sep 04	Sep 06	
2	Sep 01	Sep 14	Sep 13	Sep 13	Sep 18	Sep 20	L
3	Sep 15	Sep 28	Sep 27	Sep 27	Oct 02	Oct 04	
4	Sep 29	Oct 12	Oct 11	Oct 11	Oct 16	Oct 18	L
5	Oct 13	Oct 26	Oct 25	Oct 25	Oct 30	Nov 01	
6	Oct 27	Nov 09	Nov 08	Nov 08	Nov 13	Nov 15	L
7	Nov 10	Nov 23	Nov 21*	Nov 21*	Nov 26	Nov 29	(No Ins)
8	Nov 24	Dec 07	Dec 06	Dec 06	Dec 11	Dec 13	L
9	Dec 08	Dec 21	Dec 13*	Dec 13*	Dec 18	Dec 27**	
10	Dec 22	Jan 04	Jan 03	Jan 03	Jan 08	Jan 10	L
11	Jan 05	Jan 18	Jan 16*	Jan 16*	Jan 22	Jan 24	
12	Jan 19	Feb 01	Jan 31	Jan 31	Feb 05	Feb 07	L
13	Feb 02	Feb 15	Feb 14	Feb 14	Feb 19	Feb 21	
14	Feb 16	Mar 01	Feb 28	Feb 28	Mar 05	Mar 07	L
15	Mar 02	Mar 15	Mar 12*	Mar 12*	Mar 19	Mar 21	
16	Mar 16	Mar 29	Mar 28	Mar 28	Apr 02	Apr 04	
17	Mar 30	Apr 12	Apr 11	Apr 11	Apr 16	Apr 18	L
18	Apr 13	Apr 26	Apr 25	Apr 25	Apr 30	May 02	
19	Apr 27	May 10	May 09	May 09	May 14	May 16	L
20	May 11	May 24	May 21*	May 21*	May 28	May 30	(No Ins)
21	May 25	Jun 07	Jun 06	Jun 06	Jun 11	Jun 13	L
22	Jun 08	Jun 21	Jun 20*	Jun 20*	Jun 25	Jun 27	
23	Jun 22	Jul 05	Jul 02*	Jul 02*	Jul 09	Jul 11	L
24	Jul 06	Jul 19	Jul 18	Jul 18	Jul 23	Jul 25	
25	Jul 20	Aug 02	Aug 01	Aug 01	Aug 06	Aug 08	L
26	Aug 03	Aug 16	Aug 15	Aug 15	Aug 20	Aug 22	

*Holiday adjustments

**Pay date during holiday/office closure

NOTES:

- Prior pay period timesheets (back pay) approved *after* initialization will not be reflected on the current payroll. If needing to pay ASAP, submit supplement via Laserfiche @ [https://it-lf-ecmf2.it.tamu.edu/Forms/Payroll Supplement](https://it-lf-ecmf2.it.tamu.edu/Forms/Payroll_Supplement)
- The above schedule is subject to updates based on processing requirements.