## December 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Nov. 30	Dec. 1	2	3	4	5	6
	Monthly pay day	Bi-weekly payday				
7	8	9	10	11	12	13
Bi-weekly pay period begins	Submit Bi-weekly Merit and Non- exempt P&S ETRs	Bi-weekly ETRs due	Bi-weekly cut-off 5 pm			
14	15	16	17	18	19	20
		Bi-weekly payday  Deadline for submitting Monthly P&S ETRs				
21	22	23	24	25	26	27
Bi-weekly pay period begins	Submit Bi-weekly Merit and Non-exempt P&S ETRs	Monthly cut-off 5 pm Biweekly ETRs due & cutoff 5 pm		UI Holiday	UI Holiday	
28	29	30	31	Jan. 1, 2026	2	3
	No checks issued	Bi-weekly payday				

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