

## UVA Community Health 2025 Biweekly Payroll Schedule

Updated 08/4/2025

Pay Period	Start Date	End Date	Pay Date	Deadline to submit Kronos Prior Period Adjustments	Deadline to Complete Leader Approvals of HR Actions in Oracle	Deadline to Enter and Approve Kronos Timecard
				Every other Friday at Noon	Every other Friday at Noon	Every other Monday at Noon
1	12/15/2024	12/28/2024	1/3/2025	12/27/2024	12/27/2024	12/30/2024
2	12/29/2024	1/11/2025	1/17/2025	1/10/2025	1/10/2025	1/13/2025
3	1/12/2025	1/25/2025	1/31/2025	1/24/2025	1/24/2025	1/27/2025
4	1/26/2025	2/8/2025	2/14/2025	2/7/2025	2/7/2025	2/10/2025
5	2/9/2025	2/22/2025	2/28/2025	2/21/2025	2/21/2025	2/24/2025
6	2/23/2025	3/8/2025	3/14/2025	3/7/2025	3/7/2025	3/10/2025
7	3/9/2025	3/22/2025	3/28/2025	3/21/2025	3/21/2025	3/24/2025
8	3/23/2025	4/5/2025	4/11/2025	4/4/2025	4/4/2025	4/7/2025
9	4/6/2025	4/19/2025	4/25/2025	4/18/2025	4/18/2025	4/21/2025
10	4/20/2025	5/3/2025	5/9/2025	5/2/2025	5/2/2025	5/5/2025
11	5/4/2025	5/17/2025	5/23/2025	5/16/2025	5/16/2025	5/19/2025
12	5/18/2025	5/31/2025	6/6/2025	5/30/2025	5/30/2025	6/2/2025
13	6/1/2025	6/14/2025	6/20/2025	6/13/2025	6/13/2025	6/16/2025
14	6/15/2025	6/28/2025	7/4/2025	6/27/2025	6/27/2025	6/30/2025
15	6/29/2025	7/12/2025	7/18/2025	7/11/2025	7/11/2025	7/14/2025
16	7/13/2025	7/26/2025	8/1/2025	7/25/2025	7/25/2025	7/28/2025
17	7/27/2025	8/9/2025	8/15/2025	8/8/2025	8/8/2025	8/11/2025
18	8/10/2025	8/23/2025	8/29/2025	8/22/2025	8/22/2025	8/25/2025
19	8/24/2025	9/6/2025	9/12/2025	9/5/2025	9/5/2025	9/8/2025
20	9/7/2025	9/20/2025	9/26/2025	9/19/2025	9/19/2025	9/22/2025
21	9/21/2025	10/4/2025	10/10/2025	10/3/2025	10/3/2025	10/6/2025
22	10/5/2025	10/18/2025	10/24/2025	10/17/2025	10/17/2025	10/20/2025
23	10/19/2025	11/1/2025	11/7/2025	10/31/2025	10/31/2025	11/3/2025
24	11/2/2025	11/15/2025	11/21/2025	11/14/2025	11/14/2025	11/17/2025
25	11/16/2025	11/29/2025	12/5/2025	11/28/2025	11/28/2025	12/1/2025
26	11/30/2025	12/13/2025	12/19/2025	12/12/2025	12/12/2025	12/15/2025

### Key

Pay Period	Start Date	End Date	Pay Date	Correct Kronos Prior Period	Approval of HR Actions	Kronos Timecard Entry
The pay period number in the sequence.	The first day of the 2 week pay period.	The last day of the 2 week pay period.	The date paylips are available in Oracle and payment is posted at the bank.	Any change to hours for a previous pay period must be submitted to Payroll by the deadline.	Any change to a team member's record including pay must have leader's final approval in Oracle by the deadline.	Any hours, PTO, or corrections to missed punches must be entered into Kronos by the deadline.