



INDIANA STATE UNIVERSITY
OFFICE OF BUDGET, PAYROLL AND RISK MANAGEMENT
Calendar 2025

BIWEEKLY PAYROLL SCHEDULE FOR NON-EXEMPT STAFF, STUDENT & GRADUATE ASSISTANT EMPLOYEES

Calendar Year	Pay ID	Pay Date	Pay Period	Timecards Due by 4 p.m. on:	Non-Exempt Staff Employees	Benefit Deductions Taken	Regular Student Employees	Graduate Assistants	Pay Period Exceptions for GA's	Fiscal Year
2025	B1/ST-1	January 10, 2025	Dec 21 - Jan 3	January 3, 2025	*	*	*	n/a		24-25
2025	B1/ST-2	January 24, 2025	Jan 4 - Jan 17	January 17, 2025	*	*	*	a	GA's report 1/9, no hrs 1/20	24-25
2025	B1/ST-3	February 7, 2025	Jan 18 - Jan 31	January 31, 2025	*	*	*	a		24-25
2025	B1/ST-4	February 21, 2025	Feb 1 - Feb 14	February 14, 2025	*	*	*	a		24-25
2025	B1/ST-5	March 7, 2025	Feb 15 - Feb 28	February 28, 2025	*	*	*	a		24-25
2025	B1/ST-6	March 21, 2025	Mar 1 - Mar 14	March 14, 2025	*	*	*	a	No hrs 3/10-14 Spring Break	24-25
2025	B1/ST-7	April 4, 2025	Mar 15 - Mar 28	March 28, 2025	*	*	*	a		24-25
2025	B1/ST-8	April 18, 2025	Mar 29 - Apr 11	April 11, 2025	*	*	*	a		24-25
2025	B1/ST-9	May 2, 2025	Apr 12 - Apr 25	April 25, 2025	*	*	*	a		24-25
2025	B1/ST-10	May 16, 2025	Apr 26 - May 9	May 9, 2025	*	*	*	a	GA last day 5/9	24-25
2025	B1/ST-11	May 30, 2025	May 10 - May 23	May 23, 2025	*		*	s		24-25
2025	B1/ST-12	June 13, 2025	May 24 - Jun 6	June 6, 2025	*	*	*	s	No hrs 5/26	24-25
2025	B1/ST-13	June 27, 2025	Jun 7 - June 20	June 20, 2025	*	*	*	s	No hrs 6/19	24-25
2025	B1/ST-14	July 11, 2025	Jun 21 - Jul 4	July 3, 2025***	*	*	*	s	No hrs 7/4	25-26
2025	B1/ST-15	July 25, 2025	Jul 5 - Jul 18	July 18, 2025	*	*	*	s		25-26
2025	B1/ST-16	August 8, 2025	Jul 19 - Aug 1	August 1, 2025	*	*	*	s	GA last day 8/1	25-26
2025	B1/ST-17	August 22, 2025	Aug 2 - Aug 15	August 15, 2025	*	*	*	a	GA's report 8/14	25-26
2025	B1/ST-18	September 5, 2025	Aug 16 - Aug 29	August 29, 2025	*	*	*	a		25-26
2025	B1/ST-19	September 19, 2025	Aug 30 - Sep 12	September 12, 2025	*	*	*	a	Labor Day 9/1, no hours	25-26
2025	B1/ST-20	October 3, 2025	Sep 13 - Sep 26	September 26, 2025	*	*	*	a		25-26
2025	B1/ST-21	October 17, 2025	Sep 27 - Oct 10	October 10, 2025	*	*	*	a	No hrs 10/10	25-26
2025	B1/ST-22	October 31, 2025	Oct 11 - Oct 24	October 24, 2025	*		*	a		25-26
2025	B1/ST-23	November 14, 2025	Oct 25 - Nov 7	November 7, 2025	*	*	*	a		25-26
2025	B1/ST-24	November 28, 2025	Nov 8 - Nov 21	November 21, 2025	*	*	*	a		25-26
2025	B1/ST-25	December 12, 2025	Nov 22 - Dec 5	December 5, 2025	*	*	*	a	11/24-28 Thanksgiving Break	25-26
2025	B1/ST-26	December 26, 2025	Dec 6 - Dec 19	December 18, 2025 ***	*	*	*	a	GA's last day 12/12	25-26
Total number of pays 2025 calendar year:					26	24	26	25		

** Early timecard due date for clocking departments

***Special due date for all due to holiday

s = summer

a = academic year