

Colorado College Nonexempt Payroll Schedule 2024 - 2025 Academic Year

- Pay Period Start and End Dates shown are for nonexempt (hourly) employees.
- Estimated works days are based on a Mon - Fri work week.

= exception to normal submit date

PAY PERIOD START	PAY PERIOD END	SUBMIT BY DATE	APPROVE BY DATE	PAY DATE	ESTIMATED WORK DAYS IN PAY PERIOD
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2024

Jul 07	Jul 21	Jul 23	Jul 25	Jul 31	10
Jul 22	Aug 06	Aug 08	Aug 12	Aug 15	12
Aug 07	Aug 21	Aug 23	Aug 27	Aug 30	11
Aug 22	Sep 06	Sep 08	Sep 10	Sep 15	12
Sep 07	Sep 21	Sep 24	Sep 26	Sep 29	10
Sep 22	Oct 06	Oct 08	Oct 10	Oct 15	10
Oct 07	Oct 21	Oct 24	Oct 28	Oct 31	11
Oct 22	Nov 06	Nov 10	Nov 12	Nov 15	12
Nov 07	Nov 21	Nov 18 **Hours must be estimated thru 21st**	Nov 20	Nov 29	11
Nov 22	Dec 06	Dec 08	Dec 10	Dec 13	11
Dec 07	Dec 21	Dec 17 **Hours must be estimated thru 21st**	Dec 18	** Dec 20	10

2025

Dec 22	Jan 06	Jan 8 ** Winter break- can be submitted in Dec**	Jan 12	Jan 15	11
Jan 07	Jan 21	Jan 26	Jan 28	Jan 31	11
Jan 22	Feb 06	Feb 09	Feb 11	Feb 14	12
Feb 07	Feb 21	Feb 23	Feb 25	Feb 28	11
Feb 22	Mar 06	Mar 09	Mar 11	Mar 14	9
Mar 07	Mar 21	Mar 25	Mar 26	Mar 31	11
Mar 22	Apr 06	Apr 08	Apr 10	Apr 15	10
Apr 07	Apr 21	Apr 23	Apr 25	Apr 30	11
Apr 22	May 06	May 07	May 09	May 15	11
May 07	May 21	May 25	May 27	May 30	11
May 22	Jun 06	Jun 08	Jun 10	Jun 13	12
Jun 07	Jun 21	Jun 23	Jun 25	Jun 30	10
Jun 22	Jul 06	Jul 08	Jul 10	Jul 15	10

Total work days 260

** Dec 20th pay is your 12/31/24 Payroll