



Faculty Payroll Dates 2024-2025

***Please Note:** Pay start and end dates are dependent on the start and end date of each individual class.

IE: Classes that start between 09/03/2024 and 09/13/2024, will not begin receiving payment until **09/19/24**, as this follows the biweekly payroll processing schedule.

Additionally, unsigned contracts may result in delayed payment. Any payment delayed due to unsigned contracts will result in total compensation being paid evenly over the remaining pay periods available based on the course end date.

Faculty Payroll for Fall 2024

September 3 – First day of classes

December 16– Last day of classes

Maximum of 8 available payrolls possible during the semester

Cancellation fees paid during first payroll, whenever possible

Fall 2024			
Pay Period Dates		Pay Date	Payroll #
8/31/2024	9/13/2024	9/19/2024	1
9/14/2024	9/27/2024	10/3/2024	2
9/28/2024	10/11/2024	10/17/2024	3
10/12/2024	10/25/2024	10/31/2024	4
10/26/2024	11/8/2024	11/14/2024	5
11/9/2024	11/22/2024	11/28/2024	6
11/23/2024	12/6/2024	12/12/2024	7
12/7/2024	12/20/2024	12/26/2024	8

Faculty Payroll for Spring 2025

January 21 – First day of classes

May 5 – Last day of classes

Maximum of 8 available payrolls possible during the semester

Cancellation fees paid during first payroll, whenever possible

Spring 2025 2024

Pay Period Dates		Pay Date	Payroll #
1/18/2025	1/31/2025	2/6/2025	1
2/1/2025	2/14/2025	2/20/2025	2
2/15/2025	2/28/2025	3/6/2025	3
3/1/2025	3/14/2025	3/20/2025	4
3/15/2025	3/28/2025	4/3/2025	5
3/29/2025	4/11/2025	4/17/2025	6
4/12/2025	4/25/2025	5/1/2025	7
4/26/2025	5/9/2025	5/15/2025	8

Faculty Payroll for Summer 2025

May 19 – First day of classes

August 11 – Last day of classes

Maximum of 7 available payrolls possible during the semester

Cancellation fees paid during first payroll, whenever possible

Summer 2025

Pay Period Dates		Pay Date	Payroll #
5/10/2025	5/23/2025	5/29/2025	1
5/24/2025	6/6/2025	6/12/2025	2
6/7/2025	6/20/2025	6/26/2025	3
6/21/2025	7/4/2025	7/10/2025	4
7/5/2025	7/18/2025	7/24/2025	5
7/19/2025	8/1/2025	8/7/2025	6
8/2/2025	8/15/2025	8/21/2025	7

What if I have additional questions?

Please contact the UKG employee services team via the [HR\UKG help desk](#) ticket system. The HR\UKG help desk link is under employee services in the portal. To reach our VSC Employee Services team by phone please call: 802-224-3060.