

2026 Bi Weekly Payroll Period & Pay Dates-Time Entry Deadlines. Time must be entered in My Antioch and submitted for approval before the End of the Pay Period.

Pay Period Start Date	Pay Period End Date	EMPLOYEE Time Entry Deadline: <u>Sunday/Last Day of Pay Period by End of Calendar Day (in your Timezone)</u>	PayDate Date	Supervisor Deadline: <u>Monday</u> (Day after PPE ends)at <u>11:59 pm/End of Calendar Day</u> (in your Timezone)
12/22/2025	1/4/2026	01/4/2026	1/9/2026	01/05/2026
1/5/2026	1/18/2026	1/18/2026	1/23/2026	1/19/2026
1/19/2026	2/1/2026	2/1/2026	2/6/2026	2/2/2026
2/2/2026	2/15/2026	2/15/2026	2/20/2026	2/16/2026
2/16/2026	3/1/2026	3/1/2026	3/6/2026	3/2/2026
3/2/2026	3/15/2026	3/15/2026	3/20/2026	3/16/2026
3/16/2026	3/29/2026	3/29/2026	4/3/2026	3/30/2026
3/30/2026	4/12/2026	4/12/2026	4/17/2026	4/13/2026
4/13/2026	4/26/2026	4/26/2026	5/1/2026	4/27/2026
4/27/2026	5/10/2026	5/10/2026	5/15/2026	5/11/2026
5/11/2026	5/24/2026	5/24/2026	5/29/2026	5/25/2026
5/25/2026	6/7/2026	6/7/2026	6/12/2026	6/8/2026
6/8/2026	6/21/2026	6/21/2026	6/26/2026	6/22/2026
6/22/2026	7/5/2026	7/5/2026	7/10/2026	7/6/2026
7/6/2026	7/19/2026	7/19/2026	7/24/2026	7/20/2026
7/20/2026	8/2/2026	8/2/2026	8/7/2026	8/3/2026
8/3/2026	8/16/2026	8/16/2026	8/21/2026	8/17/2026
8/17/2026	8/30/2026	8/30/2026	9/4/2026	8/31/2026
8/31/2026	9/13/2026	9/13/2026	9/18/2026	9/14/2026
9/14/2026	9/27/2026	9/27/2026	10/2/2026	9/28/2026
9/28/2026	10/11/2026	10/11/2026	10/16/2026	10/12/2026
10/12/2026	10/25/2026	10/25/2026	10/30/2026	10/26/2026
10/26/2026	11/8/2026	11/8/2026	11/13/2026	11/9/2026
11/9/2026	11/22/2026	11/22/2026	11/27/2026	11/23/2026
11/23/2026	12/6/2026	12/6/2026	12/11/2026	12/7/2026
12/7/2026	12/20/2026	12/20/2026	12/24/2025	12/21/2026
12/21/2026	1/3/2027	1/3/2027	1/7/2026	1/4/2027

2026 AU Holidays dates

New Year's Day	1/1/2026
Martin Luther King	1/19/2026
Presidents Day	2/16/2026
Memorial Day	5/25/2026
Juneteenth	6/19/2026
Independence Day	7/3/2026
Labor Day	9/7/2026
Veterans Day	11/11/2026
Thanksgiving	11/26-11/27/2026
Winter Break	12/24 -12/31/2026

Webtime entry in My Antioch is REQUIRED for all BW/Hourly employees. Employees are required to enter their time daily and submit their web-time entry to their supervisor by the end of the pay period. Employees must not be entering hours before they not yet worked. Contact your Human Resource contact if you missed time entry. NOTE: Payment of missed time entry may be delayed until next BW pay period

Supervisors /Alternate supervisor should approve all web-time entry hours only after the employee submit their time for approval, or after the employee cut-off date/time. Time must be approved before the Supervisor cut-off time.

***Certain Holidays will affect web-time entry dates/times. Student & Supervisor approval date may change due to holiday schedule.** More information will be sent out prior to those selected holidays.