BIWEEKLY PAYROLL PROCESSING SCHEDULE
January 1, 2027 thru December 31, 2027

Posted to Website November 3, 2026

BNR ID	Biweekly Work Period			ENPs (a) Tuesday 5:00 PM	EPAFs (b) Ready to Apply Friday 4:00 PM	Employee Time Entry Submitted Monday 10:00 AM	Employee Time Entry Approved Monday NOON	Payroll Submitted to the State Friday 3:00 PM	Deducts to be Taken	Payday	Ins. Month
2026 NB27	12/6/2026	-	12/19/2026	12/8/2026	12/11/2026	12/14/2026	12/14/2026	12/17/2026	2	12/31/2026	Dec
NB1	12/20/2026	-	1/2/2027	12/18/2026	12/23/2026	1/4/2027	1/4/2027	1/8/2027	1	1/15/2027	Jan
NB2	1/3/2027	-	1/16/2027	1/12/2027	1/15/2027	1/19/2027	1/19/2027	1/22/2027	2	1/29/2027	
NB3	1/17/2027	-	1/30/2027	1/26/2027	1/29/2027	2/1/2027	2/1/2027	2/5/2027	1	2/12/2027	Feb
NB4	1/31/2027	-	2/13/2027	2/9/2027	2/12/2027	2/15/2027	2/15/2027	2/19/2027	2	2/26/2027	
NB5	2/14/2027	-	2/27/2027	2/23/2027	2/26/2027	3/1/2027	3/1/2027	3/5/2027	1	3/12/2027	Mar
NB6	2/28/2027	-	3/13/2027	3/9/2027	3/12/2027	3/12/2027	3/12/2027	3/19/2027	2	3/26/2027	
NB7	3/14/2027	-	3/27/2027	3/23/2027	3/26/2027	3/29/2027	3/29/2027	4/2/2027	1	4/9/2027	Apr
NB8	3/28/2027	-	4/10/2027	4/6/2027	4/9/2027	4/12/2027	4/12/2027	4/16/2027	2	4/23/2027	
NB9	4/11/2027	-	4/24/2027	4/20/2027	4/23/2027	4/26/2027	4/26/2027	4/30/2027	1	5/7/2027	May
NB10	4/25/2027	-	5/8/2027	5/4/2027	5/7/2027	5/10/2027	5/10/2027	5/14/2027	2	5/21/2027	
NB11	5/9/2027	-	5/22/2027	5/18/2027	5/21/2027	5/24/2027	5/24/2027	5/27/2027	1	6/4/2027	Jun
NB12	5/23/2027	-	6/5/2027	6/1/2027	6/4/2027	6/7/2027	6/7/2027	6/10/2027	2	6/17/2027	
NB13	6/6/2027	-	6/19/2027	6/15/2027	6/17/2027	6/21/2027	6/21/2027	6/25/2027	1	7/2/2027	Jul
NB14	6/20/2027	-	7/3/2027	6/29/2027	7/2/2027	7/6/2027	7/6/2027	7/9/2027	2	7/16/2027	
NB15	7/4/2027	-	7/17/2027	7/13/2027	7/16/2027	7/19/2027	7/19/2027	7/23/2027	3	7/30/2027	
NB16	7/18/2027	-	7/31/2027	7/27/2027	7/30/2027	8/2/2027	8/2/2027	8/6/2027	1	8/13/2027	Aug
NB17	8/1/2027	-	8/14/2027	8/10/2027	8/13/2027	8/16/2027	8/16/2027	8/20/2027	2	8/27/2027	
NB18	8/15/2027	-	8/28/2027	8/24/2027	8/27/2027	8/30/2027	8/30/2027	9/2/2027	1	9/10/2027	Sep
NB19	8/29/2027	-	9/11/2027	9/7/2027	9/10/2027	9/13/2027	9/13/2027	9/17/2027	2	9/24/2027	
NB20	9/12/2027	-	9/25/2027	9/21/2027	9/24/2027	9/27/2027	9/27/2027	10/1/2027	1	10/8/2027	Oct
NB21	9/26/2027	-	10/9/2027	10/5/2027	10/8/2027	10/11/2027	10/11/2027	10/15/2027	2	10/22/2027	
NB22	10/10/2027	-	10/23/2027	10/19/2027	10/22/2027	10/25/2027	10/25/2027	10/29/2027	1	11/5/2027	Nov
NB23	10/24/2027	-	11/6/2027	11/2/2027	11/5/2027	11/8/2027	11/8/2027	11/12/2027	2	11/19/2027	
NB24	11/7/2027	-	11/20/2027	11/15/2027	11/18/2027	11/19/2027	11/19/2027	11/24/2027	1	12/3/2027	Dec
NB25	11/21/2027	-	12/4/2027	11/30/2027	12/3/2027	12/6/2027	12/6/2027	12/10/2027	2	12/17/2027	
NB26	12/5/2027	-	12/18/2027	12/6/2027	12/9/2027	12/13/2027	12/13/2027	12/22/2027	3	12/31/2027	
2028 NB1	12/19/2027	-	1/1/2028	12/17/2027	12/22/2027	1/3/2028	1/3/2028	1/7/2028	4	1/14/2028	Jan

Dates highlighted blue have been adjusted for holidays and weekends.

All dates are subject to change and will be communicated via the Admin Listserv

This schedule supersedes all previous schedules. It is subject to change during holiday periods. If you have questions about payroll processing, please contact payroll.services@okstate.edu.

Winter Break Dates for Estimated Hours - December 12 thru 18

Estimated hours must be adjusted for actual hours worked as soon as possible after January 1, 2028 and no later than January 25, 2028. Adjustments must be submitted no later than January 11, 2028 to be reflected on the 2028 NB2 paycheck.

DEDUCTIONS

(1) All payroll deductions will be deducted from the paychecks. This includes miscellaneous deductions, long-term disability, supplemental life insurance, half of the medical insurance (health,dental & vision), long term care premiums, retirement deductions, medical reimbursement, and dependent care.

(2) All deductions except United Way and Foundation.

(3) Only deductions for retirement contributions excluding 403b and 457b, medical reimbursement, dependent care, long-term disability, and the bursar will be processed.

(a) **PPA** Biweekly Prior Period Hours & Leave Adjustment form

(b) **ENP** Exception to Normal Pay (paper)

(c) **EPAF** Electronic Personnel Action Form