OSU PAYROLL SERVICES
BIWEEKLY PAYROLL PROCESSING SCHEDULE
July 1, 2026 thru December 31, 2026

Posted to Website November 3, 2026

BNR ID	Biweekly Work Period			PPA (a) Adjustment Form ENPs (b) Tuesday 5:00 PM	EPAFs (c) Ready to Apply Friday 4:00 PM	Employee Time Entry Submitted Monday 10:00 AM	Employee Time Entry Approved Monday NOON	3rd Party Time Tuesday 10:00 AM	Payroll Submitted to the State Friday 3:00 PM	Deducts to be Taken	Date Check Issued	Ins. Month
JB13	5/24/2026	-	6/6/2026	6/2/2026	6/5/2026	6/8/2026	6/8/2026	6/9/2026	6/11/2026	2	6/18/2026	Jun
JB14	6/7/2026	-	6/20/2026	6/16/2026	6/18/2026	6/22/2026	6/22/2026	6/23/2026	6/25/2026	1	7/2/2026	Jul
JB15	6/21/2026	-	7/4/2026	6/30/2026	7/2/2026	7/6/2026	7/6/2026	7/7/2026	7/10/2026	2	7/17/2026	
JB16	7/5/2026	-	7/18/2026	7/14/2026	7/17/2026	7/20/2026	7/20/2026	7/21/2026	7/24/2026	3	7/31/2026	
JB17	7/19/2026	-	8/1/2026	7/28/2026	7/31/2026	8/3/2026	8/3/2026	8/4/2026	8/7/2026	1	8/14/2026	Aug
JB18	8/2/2026	-	8/15/2026	8/11/2026	8/14/2026	8/17/2026	8/17/2026	8/18/2026	8/21/2026	2	8/28/2026	
JB19	8/16/2026	-	8/29/2026	8/25/2026	8/28/2026	8/31/2026	8/31/2026	9/1/2026	9/3/2026	1	9/11/2026	Sep
JB20	8/30/2026	-	9/12/2026	9/8/2026	9/11/2026	9/14/2026	9/14/2026	9/15/2026	9/18/2026	2	9/25/2026	
JB21	9/13/2026	-	9/26/2026	9/22/2026	9/25/2026	9/28/2026	9/28/2026	9/29/2026	10/2/2026	1	10/9/2026	Oct
JB22	9/27/2026	-	10/10/2026	10/6/2026	10/9/2026	10/12/2026	10/12/2026	10/13/2026	10/16/2026	2	10/23/2026	
JB23	10/11/2026	-	10/24/2026	10/20/2026	10/23/2026	10/26/2026	10/26/2026	10/27/2026	10/30/2026	1	11/6/2026	Nov
JB24	10/25/2026	-	11/7/2026	11/3/2026	11/6/2026	11/9/2026	11/9/2026	11/10/2026	11/13/2026	2	11/20/2026	
JB25	11/8/2026	-	11/21/2026	11/16/2026	11/19/2026	11/23/2026	11/23/2026	11/23/2026	11/25/2026	1	12/4/2026	Dec
JB26	11/22/2026	-	12/5/2026	12/1/2026	12/4/2026	12/7/2026	12/7/2026	12/8/2026	12/11/2026	2	12/18/2026	
JB27	12/6/2026	-	12/19/2026	12/8/2026	12/11/2026	12/14/2026	12/14/2026	12/14/2026	12/17/2026	3	12/31/2026	
2027 JB1	12/20/2026	-	1/2/2027	12/18/2026	12/23/2026	1/4/2027	1/4/2027	1/5/2027	1/8/2027	1	1/15/2027	

Dates highlighted blue have been adjusted for holidays

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 biweekly payroll processing, please email payroll.services@okstate.edu.

Winter Break Dates for estimated hours - December 13 thru 19

Estimated hours must be adjusted for actual hours worked as soon as possible after January 1, 2027 and no later than January 26, 2027. Adjustments must be submitted no later than January 12, 2027 to be reflected on the 2027 JB2 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 Credit Union, 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
(c) **EPAF** Electronic Personnel Action Form