

OSU PAYROLL SERVICES
MONTHLY PAYROLL PROCESSING SCHEDULE
January 1, 2026 thru June 30, 2026

Posted to Website December 2, 2025

REGULAR							SUPPLEMENTAL			
Pay Period	Paper ENPs						Paper ENPs			
	BNR ID	EPAFs Ready to Apply by 4:00 PM	Leave Reports Due by 10:00 AM	Leave Approvals Due by NOON	Final Payroll to the State 3:00 PM	Regular Payday	BNR ID	EPAFs Ready to Apply by 4:00 PM	Final Payroll to the State 3:00 PM	Supp'l Payday
2025										
Dec	JM12	12/5/2025	12/8/2025	12/8/2025	12/12/2025	12/19/2025	JX1	12/17/2025	1/8/2026	1/15/2026
Jan	JM1	1/15/2026	1/16/2026	1/16/2026	1/22/2026	1/30/2026	JX2	1/29/2026	2/5/2026	2/12/2026
Feb	JM2	2/13/2026	2/16/2026	2/16/2026	2/20/2026	2/27/2026	JX3	2/26/2026	3/5/2026	3/12/2026
Mar	JM3	3/16/2026	3/16/2026	3/16/2026	3/24/2026	3/31/2026	JX4	3/27/2026	4/6/2026	4/13/2026
Apr	JM4	4/15/2026	4/16/2026	4/16/2026	4/23/2026	4/30/2026	JX5	4/28/2026	5/5/2026	5/12/2026
May	JM5	5/15/2026	5/18/2026	5/18/2026	5/21/2026	5/29/2026	JX6	5/29/2026	6/5/2026	6/12/2026
Jun	JM6	6/15/2026	6/16/2026	6/16/2026	6/18/2026	6/30/2026	JX7	6/26/2026	7/6/2026	7/13/2026
Jul	JM7	7/15/2026	7/16/2026	7/16/2026	7/24/2026	7/31/2026	JX8	7/29/2026	8/5/2026	8/12/2026

Dates highlighted blue have been adjusted for holidays and weekends

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.

The earliest effective date for Board forms is Monday after the Board meeting.

If Board forms do not meet Payroll schedules, they will be processed the following month.

If you have questions about Board processing, please call Academic Affairs (405) 744-5627

- (a) **ENP** Exception to Normal Pay (paper)
- (b) **EPAF** Electronic Personnel Action Form