OSU PAYROLL SERVICES
BIWEEKLY PAYROLL PROCESSING SCHEDULE
July 1, 2027 thru December 31, 2027

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	6/6/2027 - 6/19/2027	6/15/2027	6/17/2027	6/21/2027	6/21/2027	6/22/2027	6/25/2027	1	7/2/2027	
JB14	6/20/2027 - 7/3/2027	6/29/2027	7/2/2027	7/6/2027	7/6/2027	7/6/2027	7/9/2027	2	7/16/2027	
JB15	7/4/2027 - 7/17/2027	7/13/2027	7/16/2027	7/19/2027	7/19/2027	7/20/2027	7/23/2027	3	7/30/2027	
JB16	7/18/2027 - 7/31/2027	7/27/2027	7/30/2027	8/2/2027	8/2/2027	8/3/2027	8/6/2027	1	8/13/2027	Aug
JB17	8/1/2027 - 8/14/2027	8/10/2027	8/13/2027	8/16/2027	8/16/2027	8/17/2027	8/20/2027	2	8/27/2027	
JB18	8/15/2027 - 8/28/2027	8/24/2027	8/27/2027	8/30/2027	8/30/2027	8/31/2027	9/2/2027	1	9/10/2027	Sep
JB19	8/29/2027 - 9/11/2027	9/7/2027	9/10/2027	9/13/2027	9/13/2027	9/14/2027	9/17/2027	2	9/24/2027	
JB20	9/12/2027 - 9/25/2027	9/21/2027	9/24/2027	9/27/2027	9/27/2027	9/28/2027	10/1/2027	1	10/8/2027	Oct
JB21	9/26/2027 - 10/9/2027	10/5/2027	10/8/2027	10/11/2027	10/11/2027	10/12/2027	10/15/2027	2	10/22/2027	
JB22	10/10/2027 - 10/23/2027	10/19/2027	10/22/2027	10/25/2027	10/25/2027	10/26/2027	10/29/2027	1	11/5/2027	Nov
JB23	10/24/2027 - 11/6/2027	11/2/2027	11/5/2027	11/8/2027	11/8/2027	11/9/2027	11/12/2027	2	11/19/2027	
JB24	11/7/2027 - 11/20/2027	11/15/2027	11/18/2027	11/19/2027	11/19/2027	11/22/2027	11/24/2027	1	12/3/2027	Dec
JB25	11/21/2027 - 12/4/2027	11/30/2027	12/3/2027	12/6/2027	12/6/2027	12/7/2027	12/10/2027	2	12/17/2027	
JB26	12/5/2027 - 12/18/2027	12/6/2027	12/9/2027	12/13/2027	12/13/2027	12/13/2027	12/22/2027	3	12/31/2027	
2028 JB1	12/19/2027 - 1/1/2028	12/17/2027	12/22/2027	1/3/2028	1/3/2028	1/4/2028	1/7/2028	1	1/14/2028	

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 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 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