This schedule applies only to salaried University employees who submit the monthly CSULB Exempt Employee Reporting Form instead of the semi-monthly staff timecards for payment of additional employment/overload through the Research Foundation. Employment paperwork must be submitted to HR and individual cleared prior to starting work. Submit payroll documents to FND-Payroll@csulb.edu for processing.

Month	Pay Period Dates	Holidays	Time Card Due Date	Pay Date
December	12-1-24 - 12-31-24	12-25-24 - 1-1-25 Winter Break	2024-12-20	1-10-2025, Fri
January	01-1-25 - 01-31-25	1-20-25 Martin Luther King, Jr. Day	2025-01-24	2-10-2025, Mon
February	02-1-25- 02-28-25		2025-02-21	3-10-2025, Mon
March	03-1-25 - 03-31-25	3-31-2025 Cesar Chavez Day	2025-03-21	4-10-2025, Thu
April	04-1-25 - 04-30-25		2025-04-25	5-9-2025, Fri
May	05-1-25 - 05-31-25	5-26-25 Memorial Day	2025-05-23	6-10-2025, Tue
June	06-1-25 - 06-30-25	6-19-25 Juneteenth	2025-06-20	7-10-2025, Thu
July	07-01-25 - 07-31-25	7-4-25 Independence Day	2025-07-25	8-8-2025, Fri
August	08-1-25 - 08-31-25		2025-08-22	9-10-2025, Wed
September	09-01-25 - 09-30-25	9-1-25 Labor Day	2025-09-19	10-10-2025, Fri
October	10-1-25 - 10-31-25		2025-10-24	11-10-2025, Mon
November	11-1-25 - 11-30-25	11-11-25 Veteran's Day - 11-27-25 Thanksgiving Day	2025-11-21	12-10-2025, Wed
December	12-1-25 - 12-31-25	12-25-25 - 1-1-		