UTSA Payroll Services

2025 - 2026 SEMI-MONTHLY PAY DATES

Pay Period Beginning Date	Pay Period Ending Date	Pay Date
8/16/25	8/31/25	9/8/25
9/1/25	9/15/25	9/22/25
9/16/25	9/30/25	10/7/25
10/1/25	10/15/25	10/22/25
10/16/25	10/31/25	11/7/25
11/1/25	11/15/25	11/21/25
11/16/25	11/30/25	12/5/25
12/1/25	12/15/25	12/22/25
12/16/25	12/31/25	1/8/26
1/1/26	1/15/26	1/23/26
1/16/26	1/31/26	2/6/26
2/1/26	2/15/26	2/20/26
2/16/26	2/28/26	3/6/26
3/1/26	3/15/26	3/20/26
3/16/26	3/31/26	4/7/26
4/1/26	4/15/26	4/22/26
4/16/26	4/30/26	5/7/26
5/1/26	5/15/26	5/22/26
5/16/26	5/31/26	6/5/26
6/1/26	6/15/26	6/22/26
6/16/26	6/30/26	7/7/26
7/1/26	7/15/26	7/22/26
7/16/26	7/31/26	8/7/26
8/1/26	8/15/26	8/22/26
8/16/26	8/31/26	9/8/26

Hourly employees are paid on a semi-monthly basis as listed per the schedule above.

Note: Hourly employees must complete and submit their timesheets, which must be approved by their supervisor in PeopleSoft, according to the Timesheet Deadline Schedule. This ensures that their hours are processed in time to be paid, as per the calendar provided.