

HR/Payroll Processing/Deadline Calendar

November 2025

November 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Nov 3	4 5:00pm Weekly HR Transactions	5 Weekly Pay Day	6 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	7 Weekly Payroll Processed 5:00pm Semi HR Transactions
10 5:00pm Semi RAP Approval	11 Semi Payroll Processed 5:00pm Weekly HR Transactions	12 Weekly Pay Day	13 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	14 Semi Pay Day Weekly Payroll Processed
17	18 5:00pm Semi HR Transactions 5:00pm Weekly HR Transactions	19 Weekly Pay Day 5:00pm Semi RAP Approval	20 Semi Payroll Processed 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	21 Weekly Payroll Processed
24	25 5:00pm Weekly HR Transactions	26 Semi Pay Day Weekly Pay Day	27 Holiday	28 Bonus Day