

HR/Payroll Processing/Deadline Calendar

April 2026

Monday	Tuesday	Wednesday	Thursday	Friday
		1 Weekly Pay Day	2 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	3 Weekly Payroll Processed
6	7 5:00pm Semi HR Transactions 5:00pm Weekly HR Transactions	8 Weekly Pay Day 5:00pm Semi RAP Approval	9 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval Semi Payroll Processed	10 Weekly Payroll Processed
13	14 5:00pm Weekly HR Transactions	15 Weekly Pay Day Semi Pay Day	16 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	17 Weekly Payroll Processed
20	21 5:00pm Weekly HR Transactions	22 Weekly Pay Day	23 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval 5:00pm Semi HR Transactions	24 Weekly Payroll Processed 5:00pm Semi RAP Approval
27 Semi Payroll Processed	28 5:00pm Weekly HR Transactions	29 Weekly Pay Day	30 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval Semi Pay Day	