

**USF 2024 Semi-Monthly Pay Schedule**

Period Number	Period	Period Start Date	Period End Date	Payroll Payment Date	Timesheet Submission Deadline	Timesheet Approval Deadline	USFWorks Transaction Submission Deadline	USFWorks Manager Approval Deadline
1	12/16/2024 - 12/31/2024 (Semi-Monthly)	12/16/2024	12/31/2024	1/7/2025	12/31/24 11:59 PM	1/2/25 11:59 PM	12/31/24 5:00 PM	01/02/2025 5:00PM
2	01/01/2025 - 01/15/2025 (Semi-Monthly)	1/1/2025	1/15/2025	1/22/2025	1/15/25 11:59 PM	1/16/25 11:59 PM	1/16/25 5:00 PM	1/17/25 12:00 PM
3	01/16/2025 - 01/31/2025 (Semi-Monthly)	1/16/2025	1/31/2025	2/7/2025	1/31/25 11:59 PM	2/3/25 11:59 PM	2/3/25 5:00 PM	2/4/25 12:00 PM
4	02/01/2025 - 02/15/2025 (Semi-Monthly)	2/1/2025	2/15/2025	2/21/2025	2/15/25 11:59 PM	2/18/25 11:59 PM	2/18/25 5:00 PM	2/19/25 12:00 PM
5	02/16/2025 - 02/28/2025 (Semi-Monthly)	2/16/2025	2/28/2025	3/7/2025	2/28/25 11:59 PM	3/3/25 11:59 PM	3/3/25 5:00 PM	3/4/25 12:00 PM
6	03/01/2025 - 03/15/2025 (Semi-Monthly)	3/1/2025	3/15/2025	3/21/2025	3/15/25 11:59 PM	3/17/25 11:59 PM	3/17/25 5:00 PM	3/18/25 12:00 PM
7	03/16/2025 - 03/31/2025 (Semi-Monthly)	3/16/2025	3/31/2025	4/7/2025	3/31/25 11:59 PM	4/1/25 11:59 PM	4/1/25 5:00 PM	4/2/25 12:00 PM
8	04/01/2025 - 04/15/2025 (Semi-Monthly)	4/1/2025	4/15/2025	4/22/2025	4/15/25 11:59 PM	4/16/25 11:59 PM	4/16/25 5:00 PM	4/17/25 12:00 PM
9	04/16/2025 - 04/30/2025 (Semi-Monthly)	4/16/2025	4/30/2025	5/7/2025	4/30/25 11:59 PM	5/1/25 11:59 PM	5/1/25 5:00 PM	5/2/25 12:00 PM
10	05/01/2025 - 05/15/2025 (Semi-Monthly)	5/1/2025	5/15/2025	5/22/2025	5/15/25 11:59 PM	5/16/25 11:59 PM	5/16/25 5:00 PM	5/19/25 12:00 PM
11	05/16/2025 - 05/31/2025 (Semi-Monthly)	5/16/2025	5/31/2025	6/6/2025	5/31/25 11:59 PM	6/2/25 11:59 PM	6/2/25 5:00 PM	6/3/25 12:00 PM
12	06/01/2025 - 06/15/2025 (Semi-Monthly)	6/1/2025	6/15/2025	6/20/2025	6/15/25 11:59 PM	6/16/25 11:59 PM	6/16/25 5:00 PM	6/17/25 12:00 PM
13	06/16/2025 - 06/30/2025 (Semi-Monthly)	6/16/2025	6/30/2025	7/7/2025	6/30/25 11:59 PM	7/1/25 11:59 PM	7/1/25 5:00 PM	7/2/25 12:00 PM
14	07/01/2025 - 07/15/2025 (Semi-Monthly)	7/1/2025	7/15/2025	7/22/2025	7/15/25 11:59 PM	7/16/25 11:59 PM	7/16/25 5:00 PM	7/17/25 12:00 PM
15	07/16/2025 - 07/31/2025 (Semi-Monthly)	7/16/2025	7/31/2025	8/7/2025	7/31/25 11:59 PM	8/1/25 11:59 PM	8/1/25 5:00 PM	8/4/25 12:00 PM
16	08/01/2025 - 08/15/2025 (Semi-Monthly)	8/1/2025	8/15/2025	8/22/2025	8/15/25 11:59 PM	8/18/25 11:59 PM	8/18/25 5:00 PM	8/19/25 12:00 PM
17	08/16/2025 - 08/31/2025 (Semi-Monthly)	8/16/2025	8/31/2025	9/5/2025	8/31/25 11:59 PM	9/2/25 11:59 PM	9/2/25 5:00 PM	9/3/25 12:00 PM
18	09/01/2025 - 09/15/2025 (Semi-Monthly)	9/1/2025	9/15/2025	9/22/2025	9/15/25 11:59 PM	9/16/25 11:59 PM	9/16/25 5:00 PM	9/17/25 12:00 PM
19	09/16/2025 - 09/30/2025 (Semi-Monthly)	9/16/2025	9/30/2025	10/7/2025	9/30/25 11:59 PM	10/1/25 11:59 PM	10/1/25 5:00 PM	10/2/25 12:00 PM
20	10/01/2025 - 10/15/2025 (Semi-Monthly)	10/1/2025	10/15/2025	10/22/2025	10/15/25 11:59 PM	10/16/25 11:59 PM	10/16/25 5:00 PM	10/17/25 12:00 PM
21	10/16/2025 - 10/31/2025 (Semi-Monthly)	10/16/2025	10/31/2025	11/7/2025	10/31/25 11:59 PM	11/3/25 11:59 PM	11/3/25 5:00 PM	11/4/25 12:00 PM
22	11/01/2025 - 11/15/2025 (Semi-Monthly)	11/1/2025	11/15/2025	11/21/2025	11/15/25 11:59 PM	11/17/25 11:59 PM	11/17/25 5:00 PM	11/18/25 12:00 PM
23	11/16/2025 - 11/30/2025 (Semi-Monthly)	11/16/2025	11/30/2025	12/5/2025	11/30/25 11:59 PM	12/1/25 11:59 PM	12/1/25 5:00 PM	12/2/25 12:00 PM
24	12/01/2025 - 12/15/2025 (Semi-Monthly)	12/1/2025	12/15/2025	12/22/2025	12/15/25 11:59 PM	12/16/25 11:59 PM	12/16/25 5:00 PM	12/17/25 12:00 PM