



§ Direct Deposit Posting Date
* Leave Usage Entered Online by Midnight
^ Staff Hourly, Overtime, Shift Differential and ISA Hours Entered Online by Midnight
▲ Last Day to Approve Staff/Faculty Leave and Pay, ISA and Student Payroll Online
~ Special Pay Request, Late Staff Hourly, Late Student and Late ISA Time Sheets Due in Payroll
! Deadline to submit employment actions to HR and AP
Changes received after this date may result in an inaccurate/late paycheck and deductions (including benefits)

Student Assistant Hours Entered Online by Midnight +
Staff Hourly, Student, ISA, Overtime and Shift Differential Payday, 3 p.m. ●
Deadline for reporting DOCKS and Withholding Changes %
Changes received after this date may cause an inaccurate paycheck #
Initial Master Payroll Certification (MPC) ()
Special Pay (i.e. SC101), Late Staff Hourly, Late Student and Late ISA Payday
Final Master Payroll Certification (MPC) ?
Faculty/Staff Payday, 3 p.m. ○
Academic Holiday (Campus Open) ■
Holiday (Campus Closed) ■
Campus Closed - Not a holiday - Employee leave credits must be used ■

January 2026 AY18 Days 21						
S	M	T	W	T	F	S
				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)		

March 2026 AY16 Days 22						
S	M	T	W	T	F	S
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				

May 2026 AY20 Days 21						
S	M	T	W	T	F	S
					\$ 1 * +	2
3	4	5 ▲	6	7	8	9
10	11	12	13 !	14 ~ 15 ●	%	16
17	18 #	19 #	20	21	22	23
24 ^ 31	25	26 ()	27	28 ?	(29)	30

February 2026 AY20 Days 21						
S	M	T	W	T	F	S
					\$ 30 * +	31
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

April 2026 AY23 Days 22						
S	M	T	W	T	F	S
			\$ 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)		

June 2026 AY11/7 Days 22						
S	M	T	W	T	F	S
	\$ 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)				

Holidays for 2026

New Year's DayThursday, January 1
Martin Luther King, Jr.'s Day.....Monday, January 19
Academic Holiday - Washington's BirthdayMonday, February 16
Cesar Chavez's DayTuesday, March 31
Memorial DayMonday, May 25
Juneteenth.....Friday, June 19
Independence DayFriday, July 3
Labor DayMonday, September 7
Veteran's DayWednesday, November 11
Academic HolidayMonday, November 23 - Sunday, November 28
Thanksgiving DayThursday, November 26
Lincoln's Birthday observedFriday, November 27

Christmas DayFriday, December 25
Washington's Birthday observedMonday, December 28
California Admission Day observedTuesday, December 29
Indigenous Peoples' Day observed.....Wednesday, December 30
Campus Closed.....Thursday, December 31
New Year's Day, 2026Friday, January 1

Academic Terms

Winter QuarterJanuary 5 - March 23 (54 days)
Spring QuarterMarch 30 - June 13 (54 days)
Summer Term.....June 22 - August 12 (37 days)
Fall Semester.....August 17 - December 22 (87 days)