Lake Superior State University

2027 Payroll Calendar
January - December

Pay Period						
Year	Pay #	Start Date	End Date	Paid On	Due Date for Changes for Payroll	Paid Out
2027	1	12/20/2026	01/02/2027	**01/08/2027**	12/25/2026	
2027	2	01/03/2027	01/16/2027	**01/22/2027**	01/08/2027	
2027	3	01/17/2027	01/30/2027	**02/05/2027**	01/22/2027	
2027	4	01/31/2027	02/13/2027	**02/19/2027**	02/05/2027	
2027	5	02/14/2027	02/27/2027	**03/05/2027**	02/19/2027	
2027	6	02/28/2027	03/13/2027	**03/19/2027**	03/05/2027	
2027	7	03/14/2027	03/26/2027	**04/02/2027**	03/19/2027	
2027	8	03/27/2027	04/10/2027	**04/16/2027**	04/02/2027	
2027	9	04/11/2027	04/24/2027	**04/30/2027**	04/16/2027	
2027	10	04/25/2027	05/08/2027	**05/14/2027**	04/30/2027	
2027	11	05/09/2027	05/22/2027	**05/28/2027**	05/14/2027	
2027	12	05/23/2027	06/05/2027	**06/11/2027**	05/28/2027	
2027	13	06/06/2027	06/19/2027	**06/25/2027**	06/11/2027	
2027	14	06/20/2027	07/03/2027	**07/09/2027**	06/25/2027	
2027	15	07/04/2027	07/17/2027	**07/23/2027**	07/09/2027	
2027	16	07/18/2027	07/31/2027	**08/06/2027**	07/23/2027	
2027	17	08/01/2027	08/14/2027	**08/20/2027**	08/06/2027	
2027	18	08/15/2027	08/28/2027	**09/03/2027**	08/20/2027	
2027	19	08/29/2027	09/11/2027	**09/17/2027**	09/03/2027	
2027	20	09/12/2027	09/25/2027	**10/01/2027**	09/17/2027	
2027	21	09/26/2027	10/09/2027	**10/15/2027**	10/01/2027	
2027	22	10/10/2027	10/23/2027	**10/29/2027**	10/15/2027	
2027	23	10/24/2027	11/06/2027	**11/12/2027**	10/29/2027	
2027	24	11/07/2027	11/20/2027	**11/26/2027**	11/12/2027	
2027	25	11/21/2027	12/04/2027	**12/10/2027**	11/26/2027	
2027	26	12/05/2027	12/18/2027	**12/24/2027**	12/10/2027	
2028	1	12/19/2027	01/01/2028	**01/08/2028**	12/24/2027	

Payroll Submission Deadlines

- **Employee Timecard Submission:** Due by **11:59 AM (EST) on the Monday before payday**.
- **Supervisor Timecard Approval:** Due by **11:59 PM (EST) on the Monday before payday**.
- **Payroll Changes:** All payroll changes must be submitted to Payroll by **the Friday of the preceding pay period**. For example, changes for Pay Period #10 must be submitted by the Friday of Pay Period #9.