

## FY27 PAY PERIODS AND PAY DATES SCHEDULE

AY Pay #	Workday PAY PERIOD END DATE (PPE)	BI-WEEKLY PAY PERIOD DATES (12:00 am Saturday to 11:59 pm Friday)		D A Y	BI-WEEKLY PAY DATE	D A Y	Workday TIMESHEETS AVAILABLE (before previous period closes)	D A Y	Workday TIMESHEETS MUST BE APPROVED BY 12 NOON*	ADJUSTMENTS
AY26	19	05/08/26	04/25/26 - 05/08/26	F	05/15/26	W	04/22/26	Sa	05/09/26	
	20	05/22/26	05/09/26 - 05/22/26	F	05/29/26	W	05/06/26	Th	05/21/26	A
Summer I (Pays 1-3, 3 total) === Summer II (Pays 4-6 + 9/4/26, 4 total)**	1	06/05/26	05/23/26 - 06/05/26	F	06/12/26	W	05/20/26	Sa	06/06/26	
	2	06/19/26	06/06/26 - 06/19/26	F	06/26/26	W	06/03/26	Th	06/18/26	B
	3	07/03/26	06/20/26 - 07/03/26	F	07/10/26	W	06/17/26	Th	07/02/26	C
	4	07/17/26	07/04/26 - 07/17/26	F	07/24/26	W	07/01/26	Sa	07/18/26	
	5	07/31/26	07/18/26 - 07/31/26	F	08/07/26	W	07/15/26	Sa	08/01/26	
	6	08/14/26	08/01/26 - 08/14/26	F	08/21/26	W	07/29/26	Sa	08/15/26	
Academic Year 2026-2027	1	08/28/26	08/15/26 - 08/28/26	F	09/04/26	W	08/12/26	S	08/29/26	
	2	09/11/26	08/29/26 - 09/11/26	F	09/18/26	W	08/26/26	Sa	09/12/26	
	3	09/25/26	09/12/26 - 09/25/26	F	10/02/26	W	09/09/26	Sa	09/26/26	
	4	10/09/26	09/26/26 - 10/09/26	F	10/16/26	W	09/23/26	Sa	10/10/26	
	5	10/23/26	10/10/26 - 10/23/26	F	10/30/26	W	10/07/26	Sa	10/24/26	
	6	11/06/26	10/24/26 - 11/06/26	F	11/13/26	W	10/21/26	Sa	11/07/26	
	7	11/20/26	11/07/26 - 11/20/26	F	11/27/26	W	11/04/26	W	11/18/26	D
	8	12/04/26	11/21/26 - 12/04/26	F	12/11/26	W	11/18/26	Sa	12/05/26	
	9	12/18/26	12/05/26 - 12/18/26	F	12/24/26	W	12/02/26	W	12/16/26	E
	10	01/01/27	12/19/26 - 01/01/27	F	01/08/27	W	12/16/26	W	12/16/26	E
	11	01/15/27	01/02/27 - 01/15/27	F	01/22/27	W	12/30/26	Th	01/14/27	F
	12	01/29/27	01/16/27 - 01/29/27	F	02/05/27	W	01/13/27	Sa	01/30/27	
	13	02/12/27	01/30/27 - 02/12/27	F	02/19/27	W	01/27/27	Sa	02/13/27	
	14	02/26/27	02/13/27 - 02/26/27	F	03/05/27	W	02/10/27	Sa	02/27/27	
	15	03/12/27	02/27/27 - 03/12/27	F	03/19/27	W	02/24/27	Sa	03/13/27	
	16	03/26/27	03/13/27 - 03/26/27	F	04/02/27	W	03/10/27	Sa	03/27/27	
	17	04/09/27	03/27/27 - 04/09/27	F	04/16/27	W	03/24/27	Sa	04/10/27	
	18	04/23/27	04/10/27 - 04/23/27	F	04/30/27	W	04/07/27	Sa	04/24/27	
	19	05/07/27	04/24/27 - 05/07/27	F	05/14/27	W	04/21/27	Sa	05/08/27	
	20	05/21/27	05/08/27 - 05/21/27	F	05/28/27	W	05/05/27	Sa	05/22/27	
Summer II (Pays 4-6 + 9/4/26, 4 total)**	1	06/04/27	05/22/27 - 06/04/27	F	06/11/27	W	05/19/27	Sa	06/05/27	
	2	06/18/27	06/05/27 - 06/18/27	F	06/25/27	W	06/02/27	Th	06/17/27	G
	3	07/02/27	06/19/27 - 07/02/27	F	07/09/27	W	06/16/27	Th	07/01/27	H

### IMPORTANT REMINDERS

**\*All hourly employees MUST submit all hours worked and approved Time Off in their timesheet. Employees that do not enter their hours worked on time may not be paid on time.** Managers must review all Time Off requests and timesheets for accuracy and approve by the applicable 12 noon deadline; unapproved Time Off will not generate hours in the timesheet. Employees must ask their manager to confirm when they must complete and submit their timesheet for review and approval to ensure their Manager can meet this deadline.

\*\*Non-instructional faculty (counselors) work through August 21, which is partially in the first pay period of the new academic year. In addition to the Summer II pay on the summer pay dates above, the final summer pay for counselors will be included with the first academic year pay date on September 4, 2026, for a total of four (4) pay dates.

‡Only State retirement deductions/contributions for the Teachers' Pension and ORP are suspended during the summer (not the Employees' Pension or 403(b) and 457(b) Supplemental Retirement Accounts).

### ADDITIONAL INFORMATION

- Final date to use 2026 Annual and Personal Time Off for Staff and Administrators is Friday, December 18, 2026.
- Thanksgiving Break is Wednesday-Friday, November 25-27, 2026. The College reopens Monday, November 30, 2026.
- Winter Break is Thursday, December 24, 2026-January 1, 2027. The College reopens Saturday, January 2, 2027.
- Spring Break for Faculty and Students is March 15-19, 2027.
- Spring Break for Staff is Friday, March 19, 2027. The College reopens Monday, March 22, 2027.

-- Please note the following Web Timesheet Deadline and/or Pay Date adjustments due to College Closings (see above):

- A. Early Timesheet deadline due to Memorial Day Holiday on Monday, May 25, 2026.
- B. Early Timesheet deadline due to Juneteenth National Independence Day Holiday on Friday, June 19, 2026.
- C. Early Timesheet deadline due to Independence Day Holiday on Friday, July 3, 2026.
- D. Early Timesheet deadline due to Fall Break Holiday on Wednesday-Friday, November 25-27, 2026.
- E. Early Timesheet deadline due to Winter Break on December 24, 2026-January 1, 2027, for two (2) pay periods.
- F. Early Timesheet deadline due to Dr. Martin Luther King, Jr. Day Holiday on Monday, January 18, 2027.
- G. Early Timesheet deadline due to Juneteenth National Independence Day Holiday on Friday, June 18, 2027.
- H. Early Timesheet deadline due to Independence Day Holiday on Monday, July 5, 2027.

-- Payslips are available in Workday two (2) days before the pay date: **Pay app → Payslips (on homepage by pay date),**

**OR View → Payslips**

-- Manage your **Payment Elections for Payroll and Expense Payments** in Workday: **Pay app → Actions → Payment Elections**

-- Contact the Payroll Services Team with any questions at: payroll@montgomerycollege.edu.

Updated April 2026



## FY27 PAID HOLIDAYS FOR STAFF

Year	Holiday	Day and Date	Total Days
FY26	Memorial Day*	Monday, May 25, 2026	1
FY26	Juneteenth National Independence Day*	Friday, June 19, 2026	1
FY27	Independence Day*	Friday, July 3, 2026	1
FY27	Labor Day	Monday, September 7, 2026	1
FY27	Fall Break* <i>College reopens Monday, November 30, 2026.</i>	Wednesday, November 25, 2026 through Friday, November 27, 2026	3
FY27	Winter Break* <i>College reopens Saturday, January 2, 2027.</i>	Thursday, December 24, 2026 through Friday, January 1, 2027	7
FY27	Dr. Martin Luther King, Jr. Day*	Monday, January 18, 2027	1
FY27	Spring Break for Staff* <i>College reopens Monday, March 22, 2027.</i>	Friday, March 19, 2027	1
FY27	Memorial Day*	Monday, May 31, 2027	1
FY27	Juneteenth National Independence Day*	Friday, June 18, 2027	1

\*This holiday results in an early timesheet deadline for the applicable pay period. See the FY27 Pay Periods and Pay Dates Schedule for details.