Payroll Schedule - 2027

Pay #	Pay Period Beginning	Pay Period Ending	Timesheet Due	Disbursement Date
1	12/12/26	12/25/26	12/25/26	01/06/27
2	12/26/26	01/08/27	01/08/27	01/20/27
3	01/09/27	01/22/27	01/22/27	02/03/27
4	01/23/27	02/05/27	02/05/27	02/17/27
5	02/06/27	02/19/27	02/19/27	03/03/27
6	02/20/27	03/05/27	03/05/27	03/17/27
7	03/06/27	03/19/27	03/19/27	03/31/27
8	03/20/27	04/02/27	04/02/27	04/14/27
9	04/03/27	04/16/27	04/16/27	04/28/27
10	04/17/27	04/30/27	04/30/27	05/12/27
11	05/01/27	05/14/27	05/14/27	05/26/27
12	05/15/27	05/28/27	05/28/27	06/09/27
13	05/29/27	06/11/27	06/11/27	06/23/27
14	06/12/27	06/25/27	06/25/27	07/07/27
15	06/26/27	07/09/27	07/09/27	07/21/27
16	07/10/27	07/23/27	07/23/27	08/04/27
17	07/24/27	08/06/27	08/06/27	08/18/27
18	08/07/27	08/20/27	08/20/27	09/01/27
19	08/21/27	09/03/27	09/03/27	09/15/27
20	09/04/27	09/17/27	09/17/27	09/29/27
21	09/18/27	10/01/27	10/01/27	10/13/27
22	10/02/27	10/15/27	10/15/27	10/27/27
23	10/16/27	10/29/27	10/29/27	11/10/27
24	10/30/27	11/12/27	11/12/27	11/24/27
25	11/13/27	11/26/27	11/26/27	12/08/27
26	11/27/27	12/10/27	12/10/27	12/22/27

Timesheet deadlines:

Employees should have their electronic timesheets submitted in MyMSUB **by 11 pm on the Friday following payday.**

Approvers of electronic timesheets should have all timesheets approved in MyMSUB **by 11 pm on the Monday following payday**.

All paper timesheets should be turned in to the Payroll Office **no later than noon on the Monday following payday**.

All Employee pay forms (EPAF's or DocuSign forms) and other payroll related documents should be approved and to the Payroll Office as soon as possible, but **no later than noon on the Monday following payday**.

Pay Schedule for Contract Faculty:

20 Pay Plan: First payroll disbursed 9/1/2027 and last payroll disbursed 5/24/2028
26 Pay Plan: First payroll disbursed 9/1/2027 and last payroll disbursed 8/16/2028

Pay Schedule for Part-time Faculty and Graduate Assistants:

Fall Semester: First payroll disbursed 9/15/2027 and last payroll disbursed 1/5/2028
Spring Semester: First payroll disbursed 2/2/2028 and last payroll disbursed 5/10/2028

For questions, please contact the Financial Services Payroll Office at **payroll@msubillings.edu**.