

Pay Period & Payday Schedule, Payroll Roster Deadlines, and Maximum Workhours 2024-2025



Student Payroll
Business Services WA236

website: admin.mnsu.edu/student-payroll

12 Credit Enrollment

Pay Period	Pay Period		Process	Pay Date	CYR	Maximum Hours	
	Start Date	End Date	Date			Undergraduate	Graduate
FY 2025							
01	Jun. 19	Jul. 2	Jul. 5	Jul. 12	2024	80	28
02	Jul. 3	Jul. 16	Jul. 19	Jul. 26	2024	80	28
03	Jul. 17	Jul. 30	Aug. 2	Aug. 9	2024	80	28
04	Jul. 31	Aug. 13	Aug. 16	Aug. 23	2024	80	28
05	Aug. 14	Aug. 27	* Aug. 28	Sep. 6	2024	72	28
06	Aug. 28	Sep. 10	Sep. 13	Sep. 20	2024	40	28
07	Sep. 11	Sep. 24	Sep. 27	Oct. 4	2024	40	28
08	Sep. 25	Oct. 8	Oct. 11	Oct. 18	2024	40	28
09	Oct. 9	Oct. 22	Oct. 25	Nov. 1	2024	40	28
10	Oct. 23	Nov. 5	Nov. 8	Nov. 15	2024	40	28
11	Nov. 6	Nov. 19	* Nov. 20	Nov. 27	2024	40	28
12	Nov. 20	Dec. 3	Dec. 6	Dec. 13	2024	52	28
13	Dec. 4	Dec. 17	* Dec. 18	Dec. 27	2024	48	28
14	Dec. 18	Dec. 31	Jan. 3	Jan. 10	2025	80	28
15	Jan. 1	Jan. 14	Jan. 17	Jan. 24	2025	72	28
16	Jan. 15	Jan. 28	Jan. 31	Feb. 7	2025	40	28
17	Jan. 29	Feb. 11	Feb. 14	Feb. 21	2025	40	28
18	Feb. 12	Feb. 25	Feb. 28	Mar. 7	2025	40	28
19	Feb. 26	Mar. 11	Mar. 14	Mar. 21	2025	48	28
20	Mar. 12	Mar. 25	Mar. 28	Apr. 4	2025	52	28
21	Mar. 26	Apr. 8	Apr. 11	Apr. 18	2025	40	28
22	Apr. 9	Apr. 22	Apr. 25	May. 2	2025	40	28
23	Apr. 23	May. 6	May. 9	May. 16	2025	40	28
24	May. 7	May. 20	May. 23	May. 30	2025	68	28
25	May. 21	Jun. 3	Jun. 6	Jun. 13	2025	80	28
26	Jun. 4	Jun. 17	Jun. 20	Jun. 27	2025	80	28

*Highlighted Dates - Earlier Roster Due Date or Pay Date

Supervisors:

- Work Authorization Forms are due at the Start Date of the pay period.
For Student Help, Work-Study, and Graduate Assistants.
- Payroll Policies for hiring students employees: mnsu.edu/busoff/studentpayroll/policies/payroll

Student Employees:

Student eTime Entry, Direct Deposit & Paycheck Advice Info is available on E-Services/ Student Employment

Payroll questions - email studentpayroll@mnsu.edu