



# July 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1.	2. 9:00 am deadline for depts to request QuickPays dated for 7/3/25	3. <b>QuickPay paydate for Biweekly &amp; Monthly</b>	4. <b>UNIVERSITY HOLIDAY – UNIVERSITY CLOSED</b>	5.
6.	7. 12:00 pm Pitt Worx timecard approval deadline for week ending 7/5/25  12:00 pm biweekly deadline for retroactive changes including timecards  5:00 pm deadline for biweekly new hires/rehires to be completed which includes onboarding	8. <i>Biweekly Day 1</i>  1:00 pm biweekly Pitt Worx employee action changes approval deadline	9. <i>Biweekly Day 2</i>  7:00 am preview biweekly payroll registers available  11:00 am deadline for dept admins to request biweekly retries	10. 7:00 am final biweekly payroll registers available  9:00 am deadline for depts to request QuickPays dated for 7/11/25  2:00 pm deadline for dept admins to request ACH reversal for 7/11/25 BW pay	11. <b>Biweekly Payday QuickPay paydate for Biweekly &amp; Monthly</b>	12.
13.	14. 12:00 pm Pitt Worx timecard approval deadline for week ending 7/12/25	15.	16. 	17. 9:00 am deadline for depts to request QuickPays dated for 7/18/25  12:00 pm UPP2 retroactive processing deadline for prior month pay changes  5:00 pm deadline for UPP2 new hires/rehires to be completed which includes onboarding and Pitt Worx employee action changes approval deadline	18. <b>QuickPay paydate for Biweekly &amp; Monthly</b>  <i>UPP2 Day 1</i>	19.
20.	21. <i>UPP2 Day 2</i>  7:00 am preview UPP2 payroll registers available  10:00 am UPP2 deadline for dept admin to request retries  12:00 pm Pitt Worx timecard approval deadline for week ending 7/19/25  12:00 pm biweekly deadline for retroactive changes including timecards  5:00 pm deadline for biweekly new hires/rehires to be completed which includes onboarding	22. <i>Biweekly Day 1</i>  7:00 am final UPP2 payroll registers available  1:00 pm biweekly Pitt Worx employee action changes approval deadline	23. <i>Biweekly Day 2</i>  7:00 am preview biweekly payroll registers available  11:00 am deadline for dept admins to request biweekly retries  12:00 pm monthly retroactive processing deadline for prior month pay changes  5:00 pm deadline for monthly new hires/rehires to be completed which includes onboarding	24. <i>Monthly Day 1</i>  7:00 am final biweekly payroll registers available  9:00 am deadline for depts to request QuickPays dated for 7/25/25  1:00 pm monthly Pitt Worx employee action changes approval deadline, excludes new hires/rehires  2:00 pm deadline for dept admins to request ACH reversal for 7/25/25 BW pay	25. <b>Biweekly Payday QuickPay paydate for Biweekly ONLY</b>  <i>Monthly Day 2</i>  7:00 am preview monthly payroll registers available  6:00 pm deadline for dept admins to request monthly retries	26.
27.	28. 12:00 pm Pitt Worx timecard approval deadline for week ending 7/26/25	29.  7:00 am final monthly payroll registers available  2:00 pm monthly and UPP2 deadline for dept admins to request ACH reversal	30.	31. <b>Monthly Payday</b>  9:00 am deadline for depts to request QuickPays dated for 8/1/25	