

# Bi-weekly pay dates 2025



Employees who are part of the Canadian Union of Public Employees (CUPE), Ontario Public Service Employees Union, (OPSEU), and those who are classified as casual, are paid on the bi-weekly pay cycle. All submissions must be made by the posted cut-off dates in order to be processed on the stated pay date. Late submissions will be paid on the following pay date.

**Note: All mass templates must be submitted at least one week prior to deadlines below. This allows time for approvals to occur prior to the deadline.**

Pay date information (for all bi-weekly paid employees)		Submission Cut-off dates		
Pay Dates	Start Date of Pay Period	End Date of Pay Period	Time Tracking submission through Workday with all required approvals (by Monday, 12:00 p.m.)	All other submissions through Workday, such as leaves and vacation, etc., with all required approvals (by 4:30 p.m.)
Every other Friday (unless otherwise stated in bold)			After 12:01 p.m. on Monday until the Thursday of the pay week, Time Tracking is unavailable for while payroll is being processed.	Paperwork (completed hard copy received by HR by 4:30 pm)
January 10, 2025	December 22, 2024	January 4, 2025	January 6, 2025	January 3, 2025
January 24, 2025	January 5, 2025	January 18, 2025	January 20, 2025	January 16, 2025
February 7, 2025	January 19, 2025	February 1, 2025	February 3, 2025	January 30, 2025
February 21, 2025	February 2, 2025	February 15, 2025	<b>February 14, 2025*</b>	February 13, 2025
March 7, 2025	February 16, 2025	March 1, 2025	March 3, 2025	February 27, 2025
March 21, 2025	March 2, 2025	March 15, 2025	March 17, 2025	March 13, 2025
April 4, 2025	March 16, 2025	March 29, 2025	March 31, 2025	March 27, 2025
<b>April 17, 2025*</b>	March 30, 2025	April 12, 2025	April 14, 2025	April 10, 2025
May 2, 2025	April 13, 2025	April 26, 2025	April 28, 2025	April 24, 2025
May 16, 2025	April 27, 2025	May 10, 2025	May 12, 2025	May 8, 2025
May 30, 2025	May 11, 2025	May 24, 2025	May 26, 2025	May 22, 2025
June 13, 2025	May 25, 2025	June 7, 2025	June 9, 2025	June 5, 2025
June 27, 2025	June 8, 2025	June 21, 2025	June 23, 2025	June 19, 2025
July 11, 2025	June 22, 2025	July 5, 2025	July 7, 2025	July 3, 2025
July 25, 2025	July 6, 2025	July 19, 2025	July 21, 2025	July 17, 2025
August 8, 2025	July 20, 2025	August 2, 2025	<b>August 1, 2025*</b>	July 31, 2025
August 22, 2025	August 3, 2025	August 16, 2025	August 18, 2025	August 14, 2025
September 5, 2025	August 17, 2025	August 30, 2025	<b>August 29, 2025*</b>	August 28, 2025
September 19, 2025	August 31, 2025	September 13, 2025	September 15, 2025	September 11, 2025
October 3, 2025	September 14, 2025	September 27, 2025	September 29, 2025	September 25, 2025
October 17, 2025	September 28, 2025	October 11, 2025	<b>October 10, 2025*</b>	October 9, 2025
October 31, 2025	October 12, 2025	October 25, 2025	October 27, 2025	October 23, 2025
November 14, 2025	October 26, 2025	November 8, 2025	November 10, 2025	November 6, 2025
November 28, 2025	November 9, 2025	November 22, 2025	November 24, 2025	November 20, 2025
December 12, 2025	November 23, 2025	December 6, 2025	December 8, 2025	December 4, 2025
<b>December 24, 2025*</b>	December 7, 2025	December 20, 2025	<b>December 18, 2025*</b>	<b>December 18, 2025*</b>

**BOLD \*** \*date is earlier than usual due to paid holidays