



BROOKLYN COLLEGE

Office of Human Resource Services

Full-Time Employee Bi-Weekly Timesheet Submission Schedule 2025-2026

Timesheet Period		Period Holidays/Closures	Timekeeper Entry Deadline
10	07/6/25 – 07/19/25		Wednesday, July 23, 2025
11	07/20/25 – 08/2/25		Wednesday, August 06, 2025
12	08/3/25 – 08/16/25		Wednesday, August 20, 2025
13	08/17/25 – 08/30/25		Wednesday, September 03, 2025
14	08/31/25 – 09/13/25	Labor Day Monday 09/01/25	Wednesday, September 17, 2025
15	09/14/25 – 09/27/25		Wednesday, October 01, 2025
16	09/28/25 – 10/11/25		Wednesday, October 15, 2025
17	10/12/25 – 10/25/25	Columbus Day Monday 10/13/25	Wednesday, October 29, 2025
18	10/26/25 – 11/8/25		Wednesday, November 12, 2025
19	11/9/25 - 11/22/25		Wednesday, November 26, 2025
20	11/23/25 - 12/06/25	Thanksgiving Holiday Thursday 11/27/25 Day After Thanksgiving Friday 11/28/25	Wednesday, December 10, 2025
21	12/7/25 – 12/20/25		Wednesday, December 24, 2025
22	12/21/25 – 01/3/26	Christmas Eve Wednesday 12/24/25 Christmas Day Thursday 12/25/25 New Years Eve Wednesday 12/31/25 New Years Day Thursday 01/01/26	Wednesday, January 07, 2026
23	01/04/26 - 01/17/26		Wednesday, January 21, 2026
24	01/18/26 - 01/31/26	Martin Luther King, Jr. Monday 01/19/26	Wednesday, February 04, 2026
25	02/1/26 – 02/14/26	Lincoln's Birthday Thursday 02/12/26	Wednesday, February 18, 2026
26	02/15/26 – 02/28/26	President's Day Monday 02/16/26	Wednesday, March 04, 2026
1	03/1/26 – 03/14/26		Wednesday, March 18, 2026
2	03/15/26 – 03/28/26		Wednesday, April 01, 2026
3	03/29/26 – 04/11/26		Wednesday, April 15, 2026
4	04/12/26 – 04/25/26		Wednesday, April 29, 2026
5	04/26/26 – 05/9/26		Wednesday, May 13, 2026
6	05/10/26 – 05/23/26		Wednesday, May 27, 2026
7	05/24/26 – 06/6/26	Memorial Day Monday 05/25/26	Wednesday, June 10, 2026
8	06/7/26 – 06/20/26	Juneteenth Friday 06/19/26	Wednesday, June 24, 2026
9	06/21/26 – 07/4/26	Independence Day Friday 7/3/26	Wednesday, July 8, 2026