



HUMAN RESOURCES/PAYROLL SERVICES

LANGSTON UNIVERSITY PAYROLL PROCESSING SCHEDULE
January 1, 2026 thru December 31, 2026

Pay Period	REGULAR MONTHLY							MONTHLY STUDENT HOURLY						SUPPLEMENTAL				
	BNR ID	EPAF SUBMISSION DEADLINE	Documents to Payroll and EPAF Approval Deadline 4:00 PM	Leave Submissions Due by 10:00 AM	Leave Approvals Due by Noon	Final Payroll Due To State by 3:00 PM	Regular Payday	BNR ID	EPAF SUBMISSION DEADLINE	Documents to Payroll and EPAF Approval Deadline 4:00 PM	Timsheet Submission by 10:00 AM Approve by Noon	Final Payroll Due To State by 3:00 PM	Regular Payday	BNR ID	EPAF SUBMISSION DEADLINE	Documents to Payroll and EPAF Approval Deadline 4:00 PM	Final Payroll Due To State by 3:00 PM	Supp'l Payday
2026 Dec	LM 12	12/16/2025	12/3/2025	12/9/2025	12/9/2025	12/12/2025	12/19/2025	LH1	12/16/2025	12/18/2025	12/19/2025	1/5/2026	1/12/2026	LX1	11/27/2025	12/15/2025	1/8/2026	1/15/2026
Jan	LM1	1/10/2026	1/13/2026	1/16/2026	1/16/2026	1/23/2026	1/30/2026	LH2	1/25/2026	1/27/2026	2/3/2026	2/5/2026	2/12/2026	LX2	1/25/2026	1/27/2026	2/5/2026	2/12/2026
Feb	LM2	2/11/2026	2/13/2026	2/16/2026	2/16/2026	2/20/2026	2/27/2026	LH3	2/23/2026	2/25/2026	3/2/2026	3/5/2026	3/12/2026	LX3	2/24/2026	2/26/2026	3/5/2026	3/12/2026
Mar	LM3	3/11/2026	3/13/2026	3/16/2026	3/16/2026	3/24/2026	3/31/2026	LH4	3/25/2026	3/27/2026	4/1/2026	4/3/2026	4/10/2026	LX4	3/27/2026	3/30/2026	4/6/2026	4/13/2026
Apr	LM4	4/11/2026	4/13/2026	4/16/2026	4/16/2026	4/23/2026	4/30/2026	LH5	4/24/2026	4/27/2026	5/1/2026	5/5/2026	5/12/2026	LX5	4/26/2026	4/28/2026	5/5/2026	5/12/2026
May	LM5	5/11/2026	5/13/2026	5/18/2026	5/18/2026	5/21/2026	5/29/2026	LH6	5/26/2026	5/28/2026	6/1/2026	6/5/2026	6/12/2026	LX6	5/27/2026	5/29/2026	6/5/2026	6/12/2026
Jun	LM6	6/10/2026	6/12/2026	6/16/2026	6/16/2026	6/22/2026	6/30/2026	LH7	6/24/2026	6/26/2026	7/1/2026	7/2/2026	7/10/2026	LX7	6/26/2026	6/28/2026	7/6/2026	7/13/2026
Jul	LM7	7/10/2026	7/13/2026	7/16/2026	7/16/2026	7/24/2026	7/31/2026	LH8	7/26/2026	7/28/2026	8/3/2026	8/5/2026	8/12/2026	LX8	7/27/2026	7/29/2026	8/5/2026	8/12/2026
Aug	LM8	8/11/2026	8/13/2026	8/17/2026	8/17/2026	8/24/2026	8/31/2026	LH9	8/26/2026	8/28/2026	9/1/2026	9/3/2026	9/11/2026	LX9	8/27/2026	8/29/2026	9/8/2026	9/15/2026
Sep	LM9	9/9/2026	9/11/2026	9/16/2026	9/16/2026	9/23/2026	9/30/2026	LH10	9/23/2026	9/25/2026	10/1/2026	10/2/2026	10/9/2026	LX10	9/26/2026	9/28/2026	10/5/2026	10/13/2026
Oct	LM10	10/9/2026	10/13/2026	10/16/2026	10/16/2026	10/23/2026	10/30/2026	LH11	10/26/2026	10/28/2026	11/2/2026	11/5/2026	11/12/2026	LX11	10/27/2026	10/29/2026	11/4/2026	11/12/2026
Nov	LM11	11/11/2026	11/13/2026	11/16/2026	11/16/2026	11/20/2026	11/30/2026	LH12	11/23/2026	11/25/2026	12/1/2026	12/2/2026	12/10/2026	LX12	11/26/2026	11/28/2026	12/7/2026	12/14/2026
Dec	LM12	12/2/2026	12/4/2026	12/8/2026	12/8/2026	12/11/2026	12/18/2026	LH13	12/16/2026	12/18/2026	12/18/2026	1/5/2027	1/12/2027	LX1	12/12/2026	12/14/2026	1/8/2027	1/15/2027
2027 Jan	LM1	1/11/2027	1/13/2027	1/16/2027	1/16/2027	1/22/2027	1/29/2027	LH2	1/26/2027	1/28/2027	2/1/2027	2/5/2027	2/12/2027	LX2	1/27/2027	1/29/2027	2/5/2027	2/12/2027

Dates highlighted blue have been adjusted for holidays and weekends.

This schedule supersedes all previous schedules. It is subject to change during holiday periods. If you have questions about payroll processing please contact LU_Payroll@langston.edu.

Dates for estimated leave for Monthly Exempt - December 7 thru 15, 2026

Estimated hours must be adjusted for actual hours worked as soon as possible after January 4, 2027 and no later than January 31, 2027. Adjustments must be submitted no later than January 13, 2027 to be reflected on the 2027 January LM1 paycheck.

Date for Fiscal Year End - June 18

The final payroll for the fiscal year end must be submitted to the state no later than this date in order to meet fiscal year end deadlines.

(a) EPAF Electronic Personnel Action Form

MONTHLY (NON-EXEMPT) PAYROLL SCHEDULE

	PAY PERIOD BEGINS	PAY PERIOD ENDS	EMPLOYEE TIMESHEET SUBMISSION DEADLINE BY 10:00 AM	SUPERVISOR TIMESHEET APPROVAL DEADLINE BY 3:00 PM
LB1	12/07/25	12/20/25	12/22/25	12/22/25
LB2	12/21/25	01/03/26	01/06/26	01/06/26
LB3	01/04/26	01/17/26	01/20/26	01/20/26
LB4	01/18/26	01/31/26	02/02/26	02/02/26
LB5	02/01/26	02/14/26	02/16/26	02/16/26
LB6	02/15/26	02/28/26	03/02/26	03/02/26
LB7	03/01/26	03/14/26	03/16/26	03/16/26
LB8	03/15/26	03/28/26	03/30/26	03/30/26
LB9	03/29/26	04/11/26	04/13/26	04/13/26
LB10	04/12/26	04/25/26	04/27/26	04/27/26
LB11	04/26/26	05/09/26	05/11/26	05/11/26
LB12	05/10/26	05/23/26	05/25/26	05/25/26
LB13	05/24/26	06/06/26	06/08/26	06/08/26
LB14	06/07/26	06/20/26	06/22/26	06/22/26
LB15	06/21/26	07/04/26	07/06/26	07/06/26
LB16	07/05/26	07/18/26	07/20/26	07/20/26
LB17	07/19/26	08/01/26	08/03/26	08/03/26
LB18	08/02/26	08/15/26	08/17/26	08/17/26
LB19	08/16/26	08/29/26	08/31/26	08/31/26
LB20	08/30/26	09/12/26	09/14/26	09/14/26
LB21	09/13/26	09/26/26	09/28/26	09/28/26
LB22	09/27/26	10/10/26	10/12/26	10/12/26
LB23	10/11/26	10/24/26	10/26/26	10/26/26
LB24	10/25/26	11/07/26	11/09/26	11/09/26
LB25	11/08/26	11/21/26	11/23/26	11/23/26
LB26	11/22/26	12/05/26	12/07/26	12/07/26
LB27	12/06/26	12/19/26	01/04/27	01/04/27