

November 24, 2025 to December 5, 2025				
Mon	Tue	Wed	Thu	Fri
24 Work Day BW 24 pay period 11/9/25 to 11/22/25, Dept timesheet approvers should approve payroll in webtime by NOON TODAY . Super users have until 5:00 p.m. TODAY .	25 Work Day	26 Work Day	27 Thanksgiving Day Holiday For most employees, last scheduled day before holiday is 11/26/2025 and next scheduled day after is 12/01/2025. Must be in paid status on both days to receive holiday pay. Exempt Academic and Exempt Civil Service employees do not report anything in AVSL or VSL. Non-Exempt Civil Service employees use the earnings code <i>HOL – Holidays</i> .	28 Day After Thanksgiving Designated Holiday For most employees, last scheduled day before holiday is 11/26/2025 and next scheduled day after is 12/01/2025. Must be in paid status on both days to receive holiday pay. Exempt Academic and Exempt Civil Service employees do not report anything in AVSL or VSL. Non-Exempt Civil Service employees use the earnings code <i>HOL – Holidays</i> .
Mon	Tue	Wed	Thu	Fri
1 Work Day	2 Work Day	3 Work Day BW 24 Pay Date	4 Work Day	5 Work Day

NOTE: Employees on UNPAID FMLA leave should contact System Human Resource Services at 217-333-2600 or erhr@uillinois.edu so proper adjustments can be made to payroll.

Key: MN = Academic Professional and Faculty pay period

BW = Civil Service and Hourly Bi-Weekly pay period

December 8, 2025 to December 26, 2025

Mon	Tue	Wed	Thu	Fri
8 Work Day	9 Work Day BW 25 pay period 11/23/25 to 12/06/25, Dept timesheet approvers should approve payroll in webtime by NOON TODAY . Super users have until 5:00 p.m. TODAY	10 Work Day	11 Work Day	12 Work Day
15 Work Day	16 Work Day MN 12 Pay Day	17 Work Day BW 25 Pay Date	18 Work Day	19 Work Day
22 Work Day BW 26 pay period 12/07/25 to 12/20/25, Dept timesheet approvers should approve payroll in webtime by NOON TODAY . Super users have until 5:00 p.m. TODAY	23 Work Day	24 Gift Day Exempt Academic and Exempt Civil Service (if applicable) employees do not report anything in AVSL or VSL Non-Exempt Civil Service (if applicable) employees use the earnings code <i>HGF – Holidays Gift</i> . Essential employees who must work on the Gift Day receive pay at their regular straight time hourly rate and may take their Gift Day at another time on or before 6/30/26 with departmental approval.	25 Christmas Day Holiday For most employees, last scheduled day before holiday is 12/23/25 and next scheduled day after is 1/2/26. Must be in paid status on both days to receive holiday pay. Exempt Academic and Exempt Civil Service employees do not report anything in AVSL or VSL Non-Exempt Civil Service employees use the earnings code <i>HOL – Holidays</i> .	26 Day After Christmas Designated Holiday For most employees, last scheduled day before holiday is 12/23/25 and next scheduled day after is 1/2/26. Must be in paid status on both days to receive holiday pay. Exempt Academic and Exempt Civil Service employees do not report anything in AVSL or VSL Non-Exempt Civil Service employees use the earnings code <i>HOL – Holidays</i> .

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December 29, 2025 to January 9, 2026

Mon	Tue	Wed	Thu	Fri
29 President Designated Holiday For most employees, last scheduled day before holiday is 12/23/25 and next scheduled day after is 1/2/26. Must be in paid status on both days to receive holiday pay. Exempt Academic and Exempt Civil Service employees do not report anything in AVSL or VSL Non-Exempt Civil Service employees use the earnings code <i>HOL – Holidays</i> .	30 Gift Day Exempt Academic and Exempt Civil Service (if applicable) employees do not report anything in AVSL or VSL Non-Exempt Civil Service (if applicable) employees use the earnings code <i>HGF – Holidays Gift</i> . Essential employees who must work on the Gift Day receive pay at their regular straight time hourly rate and may take their Gift Day at another time on or before 6/30/26 with departmental approval.	31 Gift Day Exempt Academic and Exempt Civil Service (if applicable) employees do not report anything in AVSL or VSL Non-Exempt Civil Service (if applicable) employees use the earnings code <i>HGF – Holidays Gift</i> . Essential employees who must work on the Gift Day receive pay at their regular straight time hourly rate and may take their Gift Day at another time on or before 6/30/26 with departmental approval BW 26 Pay Date	1 New Year's Day Holiday For most employees, last scheduled day before holiday is 12/23/25 and next scheduled day after is 1/2/26. Must be in paid status on both days to receive holiday pay. Exempt Academic and Exempt Civil Service employees do not report anything in AVSL or VSL Non-Exempt Civil Service employees use the earnings code <i>HOL – Holidays</i> .	2 Work Day
5 Work Day	6 Work Day BW 1 pay period 12/21/25 to 1/03/26, Dept timesheet approvers should approve payroll in webtime by NOON TODAY . Super users have until 5:00 p.m. TODAY	7 Work Day	8 Work Day	9 Work Day

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