

OBERLIN

COLLEGE & CONSERVATORY

2025-2026 ACADEMIC YEAR STUDENT PAYROLL SCHEDULE

Please consult the deadlines below to ensure timely pay for students. Student payroll deposits occur on alternate Fridays during the academic year. **It is the students' responsibility to clock in and out during their work shifts to receive pay within the work period.** Student Supervisors must approve time in Time Clock Plus, **by 10am**, the Monday preceding the student payday. Exceptions to this deadline occur when Monday falls on a holiday, in which case the deadline will be on Tuesday, 10am.

Pay #	Pay Period Begin	Pay Period End	Approvals Required by Monday at 10 am	Pay Day (Friday)
BW 15	7/7/2025	7/20/2025	7/21/2025	7/25/2025
BW 16	7/21/2025	8/3/2025	8/4/2025	8/8/2025
BW 17	8/4/2025	8/17/2025	8/18/2025	8/22/2025
BW 18	8/18/2025	8/31/2025	9/1/2025	9/5/2025
BW 19	9/1/2025	9/14/2025	9/15/2025	9/19/2025
BW 20	9/15/2025	9/28/2025	9/29/2025	10/3/2025
BW 21	9/29/2025	10/12/2025	10/13/2025	10/17/2025
BW 22	10/13/2025	10/26/2025	10/27/2025	10/31/2025
BW 23	10/27/2025	11/9/2025	11/10/2025	11/14/2025
BW 24	11/10/2025	11/23/2025	11/24/2025	11/28/2025
BW 25	11/24/2025	12/7/2025	12/8/2025	12/12/2025
BW 26	12/8/2025	12/21/2025	12/22/2025	12/26/2025
BW 1	12/22/2025	1/4/2026	1/5/2026	1/9/2026
BW 2	1/5/2026	1/18/2026	1/19/2026	1/23/2026
BW 3	1/19/2026	2/1/2026	2/2/2026	2/6/2026
BW 4	2/2/2026	2/15/2026	2/16/2026	2/20/2026
BW 5	2/16/2026	3/1/2026	3/2/2026	3/6/2026
BW 6	3/2/2026	3/15/2026	3/16/2026	3/20/2026
BW 7	3/16/2026	3/29/2026	3/30/2026	4/3/2026
BW 8	3/30/2026	4/12/2026	4/13/2026	4/17/2026
BW 9	4/13/2026	4/26/2026	4/27/2026	5/1/2026
BW 10	4/27/2026	5/10/2026	5/11/2026	5/15/2026
BW 11	5/11/2026	5/24/2026	5/26/2026	5/29/2026
BW 12	5/25/2026	6/7/2026	6/8/2026	6/12/2026
BW 13	6/8/2026	6/21/2026	6/22/2026	6/26/2026
BW 14	6/22/2026	7/5/2026	7/6/2026	7/10/2026

Student Employment Set-Up Note

Please consider the timing of your student hire request. Students will need to be set-up prior to their start date so they may have access to Time Clock Plus. Hire requests should be made the Wednesday preceding the student start date. Students **can** begin employment in between pay periods.

Please Note: Consequences of failing to adhere to the deadlines and schedules set forth in this document can result in delayed pay for students, loss of job privileges for students and a reassessment of hiring and supervision privileges for supervisors who have multiple occurrences of missed time entry/approvals.