

**2025 TAPS and
Form 6 for Casual/Overload
Deadlines**

Pay Period From	Pay Period To	Pay Date	<i>*Employee Submits @ 11:59pm*</i>	<i>*Supervisor Approval @ 11:59pm*</i>	Form 6 Deadline in Peoplesoft @ 6:00pm	Business Office Approval @ 11:59pm
12/16/2024	12/31/2024	1/17/2025	12/31/24	1/2/2025	12/31/2024	01/02/25
1/1/2025	1/15/2025	2/5/2025	01/15/25	1/17/2025	1/17/2025	01/21/25
1/16/2025	1/31/2025	2/20/2025	01/31/25	2/3/2025	2/3/2025	02/04/25
2/1/2025	2/15/2025	3/5/2025	02/15/25	2/18/2025	2/14/2025	02/18/25
2/16/2025	2/28/2025	3/20/2025	02/28/25	3/3/2025	3/4/2025	03/05/25
3/1/2025	3/15/2025	4/4/2025	03/15/25	3/17/2025	3/18/2025	03/19/25
3/16/2025	3/31/2025	4/17/2025	03/31/25	4/1/2025	4/1/2025	04/02/25
4/1/2025	4/15/2025	5/5/2025	04/15/25	4/16/2025	4/16/2025	04/17/25
4/16/2025	4/30/2025	5/20/2025	04/30/25	5/1/2025	5/2/2025	05/05/25
5/1/2025	5/15/2025	6/5/2025	05/15/25	5/16/2025	5/19/2025	05/20/25
5/16/2025	5/31/2025	6/20/2025	05/31/25	6/2/2025	6/3/2025	06/04/25
6/1/2025	6/15/2025	7/3/2025	06/15/25	6/16/2025	6/17/2025	06/18/25
6/16/2025	6/30/2025	7/18/2025	06/30/25	7/1/2025	7/1/2025	07/02/25
7/1/2025	7/15/2025	8/5/2025	07/15/25	7/17/2025	7/18/2025	07/21/25
7/16/2025	7/31/2025	8/20/2025	07/31/25	8/1/2025	8/1/2025	08/04/25
8/1/2025	8/15/2025	9/5/2025	08/15/25	8/18/2025	8/19/2025	08/20/25
8/16/2025	8/31/2025	9/19/2025	08/31/25	9/2/2025	9/3/2025	09/04/25
9/1/2025	9/15/2025	10/3/2025	09/15/25	9/16/2025	9/17/2025	09/18/25
9/16/2025	9/30/2025	10/20/2025	09/30/25	10/1/2025	10/2/2025	10/03/25
10/1/2025	10/15/2025	11/5/2025	10/15/25	10/17/2025	10/20/2025	10/21/25
10/16/2025	10/31/2025	11/20/2025	10/31/25	11/3/2025	11/3/2025	11/04/25
11/1/2025	11/15/2025	12/5/2025	11/15/25	11/17/2025	11/18/2025	11/19/25
11/16/2025	11/30/2025	12/19/2025	11/30/25	12/2/2025	12/3/2025	12/04/25
12/1/2025	12/15/2025	1/5/2026	12/15/25	12/16/2025	12/16/2025	12/17/25