



BROOKLYN COLLEGE

Office of Human Resource Services

Full-Time Employee Bi-Weekly Timesheet Submission Schedule 2024-2025

Timesheet Period		Period Holidays/Closures	Timekeeper Entry Deadline
10	07/7/24 – 07/20/24		Wednesday, July 24, 2024
11	07/21/24 – 08/3/24		Wednesday, August 07, 2024
12	08/4/24 – 08/17/24		Wednesday, August 21, 2024
13	08/18/24 – 08/31/24		Wednesday, September 04, 2024
14	09/1/24 – 09/14/24	Labor Day Monday 09/02/24	Wednesday, September 18, 2024
15	09/15/24 – 09/28/24		Wednesday, October 02, 2024
16	09/29/24 – 10/12/24		Wednesday, October 16, 2024
17	10/13/24 – 10/26/24	Columbus Day Monday 10/14/24	Wednesday, October 30, 2024
18	10/27/24 – 11/9/24		Wednesday, November 13, 2024
19	11/10/24 - 11/23/24		Wednesday, November 27, 2024
20	11/24/24 - 12/07/24	Thanksgiving Holiday Thursday 11/28/24 Day After Thanksgiving Friday 11/29/24	Wednesday, December 11, 2024
21	12/8/24 – 12/21/24		Wednesday, December 25, 2024
22	12/22/24 – 01/4/25	Christmas Eve Tuesday 12/24/24 Christmas Day Wednesday 12/25/24 New Years Eve Tuesday 12/31/24 New Years Day Wednesday 01/01/25	Wednesday, January 08, 2025
23	01/05/25 - 01/18/25		Wednesday, January 22, 2025
24	01/19/25 - 02/01/25	Martin Luther King, Jr. Monday 01/20/25	Wednesday, February 05, 2025
25	02/2/25 – 02/15/25	Lincoln's Birthday Wednesday 02/12/25	Wednesday, February 19, 2025
26	02/16/25 – 03/1/25	President's Day Monday 02/17/25	Wednesday, March 05, 2025
1	03/2/25 – 03/15/25		Wednesday, March 19, 2025
2	03/16/25 – 03/29/25		Wednesday, April 02, 2025
3	03/30/25 – 04/12/25		Wednesday, April 16, 2025
4	04/13/25 – 04/26/25		Wednesday, April 30, 2025
5	04/27/25 – 05/10/25		Wednesday, May 14, 2025
6	05/11/25 – 05/24/25		Wednesday, May 28, 2025
7	05/25/25 – 06/7/25	Memorial Day Monday 05/26/25	Wednesday, June 11, 2025
8	06/8/25 – 06/21/25	Juneteenth Thursday 06/19/25	Wednesday, June 25, 2025
9	06/22/25 – 07/5/25	Independence Day Friday 7/4/2025	Wednesday, July 9, 2025