

## 2026 PAYROLL SCHEDULE TEMPORARY AND HOURLY EMPLOYEES

Pay #	Pay Period Dates	Deadline date Timesheets to Payroll by 4:00pm	Pay Date
1	December 28 - January 8	Monday, January 5	Thursday, January 15
2	January 9 - January 23	Tuesday, January 20	Friday, January 30
3	January 24 - February 7	Tuesday, February 3	Friday, February 13
4	February 8 - February 22	Tuesday, February 17	Friday, February 27
5	February 23 - March 9	Tuesday, March 3	Friday, March 13
6	March 10 - March 24 (Fiscal YE)	Thursday, March 19	Tuesday, March 31
7	March 25 - April 8	Wednesday, April 1	Wednesday, April 15
8	April 9 - April 23	Monday, April 20	Thursday, April 30
9	April 24 - May 8	Tuesday, May 5	Friday, May 15
10	May 9 - May 23	Tuesday, May 19	Friday, May 29
11	May 24 - June 7	Wednesday, June 3	Monday, June 15
12	June 8 - June 22	Thursday, June 18	Tuesday, June 30
13	June 23 - July 7	Friday, July 3	Wednesday, July 15
14	July 8 - July 23	Tuesday, July 21	Friday, July 31
15	July 24 - August 7	Tuesday, August 4	Friday, August 14
16	August 8 - August 23	Wednesday, August 19	Monday, August 31
17	August 24 - September 7	Wednesday, September 2	Tuesday, September 15
18	September 8 - September 22	Thursday, September 17	Tuesday, September 29
19	September 23 - October 7	Friday, October 2	Thursday, October 15
20	October 8 - October 23	Tuesday, October 20	Friday, October 30
21	October 24 - November 7	Monday, November 2	Friday, November 13
22	November 8 - November 23	Wednesday, November 18	Monday, November 30
23	November 24 - December 8	Thursday, December 3	Tuesday, December 15
24	December 9 - December 28	Thursday, December 10	Tuesday, December 22
<b>FORECAST SCHEDULED HOURS TO BE WORKED UP TO &amp; INCLUDING THE END OF THE PAY PERIOD</b>			

Pay date includes all regularly scheduled worked hours within the corresponding pay period.

Timesheets must be submitted to payroll by **4:00 pm** on the due date.

**LATE TIMESHEETS WILL BE PROCESSED IN THE NEXT PAY PERIOD.  
THERE CAN BE NO EXCEPTIONS.**

***Timesheets must have GL account information and supervisor's approval before submission to payroll***

Salaries are paid by direct deposit and earnings statements are available for viewing on myEC.

Temporary and Hourly Employees include: Admin/CUPE Support Temporary and Hourly; Non Regular Faculty and Continuing Studies Instructors; Teaching & Research Assistants/Interns; Student Monitors and Models.

If you have any payroll questions, please send email to [payhourly@ecuad.ca](mailto:payhourly@ecuad.ca)