

# Off- Cycle Processing Monthly Schedule

## April - June 2025\*

Pay Frequency (Monthly/Bi-weekly)	Run Type	Pay Date (Direct deposits will post and checks will be mailed out on this date)	Pay Confirm Date	Information must be submitted to Production by 2 p.m.	Locations must include the PPE date listed below on the appropriate I-181 or I-618 files
LBNL/UCS Monthly	Off cycle	Thursday, April 3, 2025	Tuesday, April 1, 2025	Thursday, March 27, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Friday, April 4, 2025	Wednesday, April 2, 2025	Monday, March 31, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, April 10, 2025	Tuesday, April 8, 2025	Friday, April 4, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Friday, April 11, 2025	Wednesday, April 9, 2025	Monday, April 7, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, April 17, 2025	Tuesday, April 15, 2025	Friday, April 11, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Friday, April 18, 2025	Wednesday, April 16, 2025	Monday, April 14, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, April 24, 2025	Tuesday, April 22, 2025	Friday, April 18, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Friday, April 25, 2025	Wednesday, April 23, 2025	Monday, April 21, 2025	250430M0X/L
LBNL/UCS Monthly	Off cycle	Friday, May 2, 2025	Wednesday, April 30, 2025	Monday, April 28, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, May 8, 2025	Tuesday, May 6, 2025	Friday, May 2, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Friday, May 9, 2025	Wednesday, May 7, 2025	Monday, May 5, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, May 15, 2025	Tuesday, May 13, 2025	Friday, May 9, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Friday, May 16, 2025	Wednesday, May 14, 2025	Monday, May 12, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, May 22, 2025	Tuesday, May 20, 2025	Friday, May 16, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Friday, May 23, 2025	Wednesday, May 21, 2025	Monday, May 19, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, May 29, 2025	Tuesday, May 27, 2025	Thursday, May 22, 2025	250531M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, June 5, 2025	Tuesday, June 3, 2025	Friday, May 30, 2025	250630M0X/L
LBNL/UCS Monthly	Off cycle	Friday, June 6, 2025	Wednesday, June 4, 2025	Monday, June 2, 2025	250630M0X/L
LBNL/UCS Monthly	Off cycle	Thursday, June 12, 2025	Tuesday, June 10, 2025	Friday, June 6, 2025	250630M0X/L
LBNL/UCS Monthly	Off cycle	Friday, June 13, 2025	Wednesday, June 11, 2025	Monday, June 9, 2025	250630M0X/L
LBNL/UCS Monthly	Off cycle	Friday, June 20, 2025	Tuesday, June 17, 2025	Friday, June 13, 2025	250630M0X/L
LBNL/UCS Monthly	Off cycle	Monday, June 23, 2025	Wednesday, June 18, 2025	Monday, June 16, 2025	250630M0X/L
UCS Monthly	Off cycle	Thursday, June 26, 2025	Tuesday, June 24, 2025	Monday, June 23, 2025	250630M0X
LBNL/UCS Monthly	Off cycle	Thursday, July 3, 2025	Tuesday, July 1, 2025	Friday, June 27, 2025	250731M0X/L

Observed Holidays (Off Cycle payrolls are not scheduled to run)	
Friday, March 28, 2025 Monday, May 26, 2025 Thursday, June 19, 2025	Cesar Chavez Day Memorial Day Juneteenth Holiday