

2025 Payroll Calendar

<https://www.csulb.edu/research-foundation>

9	20	21	22	23	24	25
26	27	28	29	0	3	

			2	3	4	5
6	7	8	9	20	21	22
23	24	25	26	27	28	

9	0	1	2	3	4	5
6	7	8	9	20	21	22
23	24	25	26	27	28	29

Notes:

- The Friday following Thanksgiving is an unpaid campus closure day. Employees must use their accrued vacation or OPA time for this day or, if none is available, the day must be taken without pay. Please contact the Research Foundation HR Department if you have any questions.
- Timecards must be submitted to the Research Foundation office by 5 PM on the due date. Checks are ready for pick-up between 9 AM – 1 PM on pay day. For additional information, call Payroll staff at 562-985-8486 or 562-985-8487.
- **ID REQUIRED TO PICK UP A PAYCHECK.** To pick up a paycheck, the employee must provide an identification card with a picture (such as a Driver's License). Paychecks may be released to an individual other than the employee only if the employee signs a note authorizing a specific individual to pick up their paycheck on a particular pay day and a valid ID is presented.