



TEXAS SOUTHMOST COLLEGE

FY 2026-2027 Time Card Schedule Bi-weekly Part-time Arrears

Supervisors: Please ensure that employees' timecards are submitted and approved by the Due Dates

indicated below; failure to approve may delay employees' pay until the next payroll cycle.

Payroll Period	Time Cards Due by 10 am	HR Notes Due Date	Pay Date at or before 5pm	Holidays
08/22/26-09/04/26	09/08/26	09/08/26	09/16/26	
09/05/26-09/18/26	09/21/26	09/21/26	09/30/26	Labor Day Sept. 7
09/19/26-10/02/26	10/05/26	10/05/26	10/14/26	
10/03/26-10/16/26	10/19/26	10/19/26	10/28/26	
10/17/26-10/30/26	11/02/26	11/02/26	11/11/26	
10/31/26-11/13/26	11/16/26	11/16/26	11/25/26	
11/14/26-11/27/26	11/30/26	11/30/26	12/09/26	Thanksgiving Nov 25, 26 & 27
11/28/26-12/11/26	12/14/26	12/14/26	12/23/26	
12/12/26-12/25/26	12/18/26	12/18/26	01/06/27	
12/26/26-01/08/27	01/11/27	01/11/27	01/20/27	Winter Break Dec. 21 - Jan. 1
01/09/27-01/22/27	01/25/27	01/25/27	02/03/27	
01/23/27-02/05/27	02/08/27	02/08/27	02/17/27	
02/06/27-02/19/27	02/22/27	02/22/27	03/03/27	
02/20/27-03/05/27	03/08/27	03/08/27	03/17/24	Charro Day February 26
03/06/27-03/19/27	03/22/27	03/22/27	03/31/27	Spring Break Mar. 15-19
03/20/27-04/02/27	04/05/27	04/05/27	04/14/27	Semester Break March 26
04/03/27-04/16/27	04/19/27	04/19/27	04/28/27	
04/17/27-04/30/27	05/03/27	05/03/27	05/12/27	
05/01/27-05/14/27	05/17/27	05/17/27	05/26/27	
05/15/27-05/28/27	05/31/27	05/31/27	06/09/27	
05/29/27-06/11/27	06/14/27	06/14/27	06/23/27	Memorial Day May 31
06/12/27-06/25/27	06/28/27	06/28/27	07/07/27	
06/26/27-07/09/27	07/12/27	07/12/27	07/21/27	Independence Day Jul 5
07/10/27-07/23/27	07/26/27	07/26/27	08/04/27	
07/24/27-08/06/27	08/09/27	08/09/27	08/18/27	
08/07/27-08/20/27	08/23/27	08/23/27	08/31/27	Start Fiscal Year
08/21/27-09/03/27	09/03/27	09/03/27	09/15/27	Labor Day Sept. 6