

## 2025 Calendar for "ExemptTime" Employees (EHRA & SHRA-Exempt)

Leave report	Submission deadline	UNCA Holidays	Approval deadline	Payday
DEC '24	Tuesday, December 31	December 24-27	Tuesday, January 2	31-Jan-2025
JANUARY	Wednesday, January 31	January 1 & 20	Friday, February 2	28-Feb-2025
FEBRUARY	Wednesday, February 28		Saturday, March 2	31-Mar-2025
MARCH	Sunday, March 31		Tuesday, April 2	30-Apr-2025
APRIL	Tuesday, April 30		Thursday, May 2	30-May-2025
MAY	Friday, May 31	May 26	Sunday, June 2	30-Jun-2025
JUNE	Sunday, June 30		Tuesday, July 2	31-Jul-2025
JULY	Wednesday, July 31	July 4	Friday, August 2	29-Aug-2025
AUGUST	Saturday, August 31		Monday, September 2	30-Sep-2025
SEPTEMBER	Monday, September 30	September 1	Wednesday, October 2	31-Oct-2025
OCTOBER	Thursday, October 31		Saturday, November 2	26-Nov-2025
NOVEMBER	Saturday, November 30	November 26-28	Monday, December 2	22-Dec-2025
DECEMBER	Tuesday, December 31	December 24-26, 29	Thursday, January 2	30-Jan-2026
Questions?	<a href="https://payroll.unca.edu/employment-services/leave-reporting/exempt-time/">https://payroll.unca.edu/employment-services/leave-reporting/exempt-time/</a>			