CALIFORNIA STATE UNIVERSITY LONG BEACH | Research Foundation Faculty Payroll Schedule 2024-2025

Pay Period Dates	Holiday	Due Date	Pay Date
12/01/23 - 12/31/23	12/25/2023 - 1/1/2024 **Winter Break**	**12/21/2023***	1/10/2024, Wednesday
01/01/24 - 01/31/24	1/15/24 Marther Luther King, Jr. Day	1/26/2024	2/9/2024, Friday
02/01/24- 02/29/24		2/23/2024	3/8/2024 Friday
03/01/24 - 03/31/24		3/22/2024	4/10/2024, Wednesday
04/01/24 - 04/30/24	4/1/24 Cesar Chavez Day	4/26/2024	5/10/2024, Friday
05/01/24 - 05/31/24	5/27/24 Memorial Day	5/24/2024	6/10/2024, Monday
06/01/24 - 06/30/24	6/19/24 Juneteenth	6/21/2024	7/10/2024, Wednesday
07/01/24 - 07/31/24	7/4/24 - Independence Day	7/26/2024	8/9/2024, Friday
08/01/24 - 08/31/24		8/23/2024	9/10/2024, Tuesday
09/01/24 - 09/30/24	9/2/24 - Labor Day	9/20/2024	10/10/2024, Thursday
10/01/24 - 10/31/24		10/25/2024	11/8/2024, Friday
11/01/24 - 11/30/24	11/11/24 - Veteran's Day 11/28/24 - Thanksgiving Day	11/22/2024	12/10/2024, Tuesday

12/01/24 - 12/31/24	12/25/2024 - 1/1/2025 **Winter Break**	12/20/2024	1/10/2025, Friday

*Earlier due date because of weekend or holiday.

The monthly CSULB Exempt Employee Foundation Employment Reporting Form must be delivered via the employee's Administrative Services Manager to the Foundation office by 5 p.m. on the monthly report due date. Reports submitted after the due date may be processed on the following payroll. Checks are ready for pick-up between 9 a.m. and 1 p.m. on payday. Checks not picked up or directed to be held will be mailed at 1 p.m. on payday. For additional information call Payroll at 562.985.8487 or 562.985.8486.

ID NEEDED TO PICK UP A PAYCHECK

To pick up a paycheck employees must provide an identification card with a picture (such as a driver's license). Pay checks may be released to an individual other than the employee 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.