



2026 MONTHLY PAYROLL & HIRING PROPOSAL DEADLINE SCHEDULE

Below is the University Compliance Monthly Payroll Schedule, developed by the OHR, for use in effectively managing hiring compliance deadlines for **SHRA Permanent, EHRA Faculty and Non-Faculty, Stipend and Graduate Assistantship** employment. This schedule is to be used in sync and is in complement to the **2026 New Employee Orientation and Hiring Proposal Deadline Schedule**.

All new hire hiring proposals must be submitted to HR employment with all required documents, departmental & budgetary approvals by the hiring proposal deadline (Last Business of the Month). **Late hiring proposals will be moved to the next monthly payroll cycle. Student stipends and temporary salaried employees starting after the 15th of the month will receive equal installments beginning the following month.**

For questions regarding this schedule, please contact: Brittany Dent, HR Employment, Classification & Compensation Manager at bdent1@nccu.edu or 919-530-5145.

HIRING PROPOSAL DEADLINE	PAYROLL PERIOD	PAYROLL START DATE	PAYROLL END DATE	PAY DATE
12-23-2025	MN01	01-01-2026	01-31-2026	01-30-2026
01-30-2026	MN02	02-01-2026	02-28-2026	02-27-2026
02-27-2026	MN03	03-01-2026	03-31-2026	03-31-2026
03-31-2026	MN04	04-01-2026	04-30-2026	04-30-2026
04-30-2026	MN05	05-01-2026	05-31-2026	05-29-2026
05-29-2026	MN06	06-01-2026	06-30-2026	06-30-2026
06-30-2026	MN07	07-01-2026	07-31-2026	07-31-2026
07-31-2026	MN08	08-01-2026	08-31-2026	08-31-2026
08-31-2026	MN09	09-01-2026	09-30-2026	09-30-2026
09-30-2026	MN10	10-01-2026	10-31-2026	10-30-2026
10-30-2026	MN11	11-01-2026	11-30-2026	11-30-2026
11-30-2026	MN12	12-01-2026	12-31-2026	12-23-2026
12-18-2026	MN01	01-01-2027	01-31-2027	01-29-2027