LEAVE ACCRUAL SCHEDULE 2026

ACCRUAL	BEGIN DATE	END DATE	LEAVE ACCRUAL, FINAL PAY CALC, LAST DAY FOR REPORTED TIME SUBMIT & APPROVAL (6:30 PM), & LAST DAY FOR PAYABLE TIME APPROVAL (7 PM) *	PAY DAY
26	12/07/25	12/20/25	12/26/25	01/02/26
1	12/21/25	01/03/26	01/09/26	01/16/26
2	01/04/26	01/17/26	01/23/26	01/30/26
3	01/18/26	01/31/26	02/06/26	02/13/26
4	02/01/26	02/14/26	02/20/26	02/27/26
5	02/15/26	02/28/26	03/06/26	03/13/26
6	03/01/26	03/14/26	03/20/26	03/27/26
7	03/15/26	03/28/26	04/03/26	04/10/26
8	03/29/26	04/11/26	04/17/26	04/24/26
9	04/12/26	04/25/26	05/01/26	05/08/26
10	04/26/26	05/09/26	05/15/26	05/22/26
11	05/10/26	05/23/26	05/29/26	06/05/26
12	05/24/26	06/06/26	06/12/26	**06/18/26**
13	06/07/26	06/20/26	06/26/26	**07/02/26**
14	06/21/26	07/04/26	07/10/26	07/17/26
15	07/05/26	07/18/26	07/24/26	07/31/26
16	07/19/26	08/01/26	**08/06/26**	08/14/26
17	08/02/26	08/15/26	08/21/26	08/28/26
18	08/16/26	08/29/26	09/04/26	09/11/26
19	08/30/26	09/12/26	09/18/26	09/25/26
20	09/13/26	09/26/26	10/02/26	10/09/26
21	09/27/26	10/10/26	10/16/26	10/23/26
22	10/11/26	10/24/26	10/30/26	11/06/26
23	10/25/26	11/07/26	11/13/26	11/20/26
24	11/08/26	11/21/26	**11/25/26**	12/04/26
25	11/22/26	12/05/26	12/11/26	12/18/26
26	12/06/26	12/19/26	**12/23/26**	**12/31/26**

SHARP Fiscal Year End: 06/06/2026

Bolded Date: Occurs Earlier than usual

*Reported Time must be Submitted
(and Approved, if Self Service) by 6:30PM.
Payable Time must be approved by 7PM.

Department of Administration
Office of Personnel Services
Dates are subject to change

08/26