



2025 Payroll cutoff dates

The University of Sussex HR Division set cutoff dates annually, for each calendar year. This date is fixed and submissions to HR and Payroll should be made before ~~the date~~ **the date** for changes to be made in the same month.

Requests and forms received after this date will be rolled forward and processed in the subsequent month.

The cut off dates ~~and~~ salary payment dates for ~~2024~~ **2025** are listed below

2025 PAYROLL CUT OFF DATES

MONTH

January	Monday 13	Friday 31
February	Tuesday 11	Friday 28
March		
June	Friday 13	Monday 30
July	Monday 14	Thursday 31
August	Wednesday 13	Friday 29
September	Friday 12	Tuesday 30
October	Monday 13	