



EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard, Torrance, California 90506-0001

Telephone (310) 532-3670 or 1-866-ELCAMINO

www.elcamino.edu

CLASSIFIED PAYROLL TIME SHEETS FOR 2024-2025

Approved time sheets **MUST** be uploaded to MS Teams **by noon** on the due date.

<u>Pay Period</u>	<u>Time Sheet Due</u>
07/01/24 - 07/31/24	July 24, 2024
08/01/24 - 08/31/24	August 23, 2024
09/01/24 - 09/30/24	September 20, 2024
10/01/24 - 10/31/24	October 24, 2024
11/01/24 - 11/30/24	November 22, 2024
12/01/24 - 12/31/24	December 18, 2024
01/01/25 - 01/31/25	January 24, 2025
02/01/25 - 02/29/25	February 21, 2025
03/01/25 - 03/31/25	March 21, 2025
*04/01/25 - 04/15/25	April 17, 2025
04/16/25 - 04/30/25	May 02, 2025
05/01/25 - 05/15/25	May 17, 2025
05/16/25 - 05/31/25	June 02, 2025
06/01/25 - 06/15/25	June 17, 2025
06/16/25 - 06/30/25	July 2, 2025

Any questions, please contact Diane Keophan @ dkeophan@elcamino.edu

2024-25 Classified Payroll Schedule

Revised 04/13/25