



EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard, Torrance, California 90506-0001

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

www.elcamino.edu

2025-2026 PAY SCHEDULE FOR HOURLY EMPLOYEES (Student workers, Work Study, substitutes and all temporary classified hourly employees)

****Time Entry Deadline**:** All hours worked by hourly employees must be entered into TimeKeeper by the last working day of each month. IT will extract data directly from TimeKeeper on the first business day of the month following month-end. **Any hours not entered by this deadline will result in late payment.**

Printed, signed Timesheets are due on the 10th of each month

PAY PERIOD

PAY DAY

July 1 – July 31, 2025

August 8, 2025*

August 1 – August 31, 2025

September 10, 2025

September 1 – September 31, 2025

October 10, 2025

October 1 – October 31, 2025

November 10, 2025

November 1 – November 31, 2025

December 10, 2025

December 1 – December 31, 2025

January 09, 2026

January 1 – January 31, 2026

February 10, 2026

February 1 – February 28, 2026

March 10, 2026

March 1 – March 31, 2026

April 10, 2026

April 1 – April 30, 2026

May 8, 2026

May 1 – May 31, 2026

June 10, 2026

June 1 – June 30, 2026

July 10, 2026 *

Payroll Department contact: Evelyn Gabriel egabriel@elcamino.edu

Live checks will be available for pickup on pay day at the Cashier's Office from

9:00am - 1:00pm only

After 1:00pm on pay day the checks will be mailed.

***Although campus is closed we follow LACOE's pay schedule.**

Checks will be available for pick up on the date indicated.