

ARC DEADLINES CALENDAR – (October to December 2025)

NEW APPOINTMENTS – ACADEMICS Includes 4 weeks for UCPATH/Onboarding	
AVC Authority	8 weeks prior to start date
EVC Authority	10-12 weeks prior to start date
Chancellor Authority	16 weeks prior to start date
NEW APPOINTMENTS - DOMESTIC SCHOLARS 5-7 weeks prior to start date	
Effective date 11/1/2025	9/13/2025 - 9/27/2025
Effective date 12/1/2025	10/13/2025 - 10/27/2025
Effective date 1/1/2026	11/13/2025 - 11/27/2025
Effective date 2/1/2026	12/13/2025 - 12/27/2025
NEW APPOINTMENTS - INTERNATIONAL SCHOLARS 12-14 weeks prior to start date	
Effective date 11/1/2025	7/25/2025 - 8/7/2025
Effective date 12/1/2025	8/25/2025 - 9/7/2025
Effective date 1/1/2026	10/25/2025 - 11/7/2025
Effective date 2/1/2026	11/25/2025 - 12/7/2025
ONBOARDING ACCEPTED OFFER DEADLINES 4 weeks prior to start date	
Start dates between 10/16/2025 – 10/31/2025	September 15, 2025
Start dates between 11/1/2025 – 11/15/2025	October 1, 2025
Start dates between 11/16/2025 – 11/30/2025	October 15, 2025
Start dates between 12/1/2025 – 12/15/2025	November 1, 2025
Start dates between 12/16/2025 – 12/31/2025	November 15, 2025
Start dates between 1/1/2026 – 1/15/2026	December 1, 2025
Start dates between 1/16/2026 – 1/31/2026	December 15, 2025
Start dates between 2/1/2026 – 2/15/2026	January 1, 2026
Start dates between 2/16/2026 – 2/28/2026	January 15, 2026
Start dates between 3/1/2026 – 3/15/2026	February 1, 2026
RTAD Allow at least 3-5 months to process and approve.	
LAYOFFS AND INVOLUNTARY REDUCTIONS IN TIME Allow at least 3 months in advance of effective date.	

EFFORT AND SALARY CHANGES		
Monthly Payday of 10/1/2025	9/9/2025	
Monthly Payday of 10/31/2025	10/6/2025	
Monthly Payday of 12/1/2025	11/5/2025	
Monthly Payday of 1/2/2026	12/3/2025	
Biweekly Payday of 9/10/2025	8/18/2025	
Biweekly Payday of 9/24/2025	9/2/2025	
Biweekly Payday of 10/8/2025	9/16/2025	
Biweekly Payday of 10/22/2025	9/30/2025	
Biweekly Payday of 11/5/2025	10/14/2025	
Biweekly Payday of 11/19/2025	10/27/2025	
Biweekly Payday of 12/3/2025	11/7/2025	
Biweekly Payday of 12/17/2025	11/21/2025	
Biweekly Payday of 12/30/2025	12/5/2025	

TIMESHEETS FOR NON-EXEMPT ACADEMICS & SCHOLARS	
Monthly Payday of 10/1/2025	9/22/2025
Monthly Payday of 10/31/2025	10/22/2025
Monthly Payday of 12/1/2025	11/19/2025
Monthly Payday of 1/2/2026	12/17/2025
Biweekly Payday of 11/5/2025	10/27/2025
Biweekly Payday of 11/19/2025	11/9/2025
Biweekly Payday of 12/3/2025	11/23/2025
Biweekly Payday of 12/17/2025	12/8/2025
Biweekly Payday of 12/30/2025	12/20/2025

SEPARATION FORM DEADLINES	
Monthly Payday of 10/1/2025	9/4/2025
Monthly Payday of 10/31/2025	10/6/2025
Monthly Payday of 12/1/2025	11/5/2025
Monthly Payday of 1/2/2026	12/3/2025
Biweekly Payday of 9/10/2025	8/13/2025
Biweekly Payday of 9/24/2025	8/27/2025
Biweekly Payday of 10/8/2025	9/11/2025
Biweekly Payday of 10/22/2025	9/25/2025
Biweekly Payday of 11/5/2025	10/9/2025
Biweekly Payday of 11/19/2025	10/22/2025
Biweekly Payday of 12/3/2025	11/4/2025
Biweekly Payday of 12/17/2025	11/18/2025
Biweekly Payday of 12/30/2025	12/2/2025

MSP STAFF PHYSICIANS	
New contracts (strongly recommend the 1 st of the month start dates)	60 days before effective date
Contract Renewals and Revisions	30 days before effective date