



COURAGE. STRENGTH. FORTITUDE.

Full-Time Faculty Monthly Attendance Report Submission Schedule

2025 & 2026

All Full-Time Teaching Faculty

Timesheet Period	Timesheets Due
2025	
January	Friday, February 7, 2025
February	Friday, March 7, 2025
March	Monday, April 7, 2025
April	Wednesday, May 7, 2025
May	Monday, June 9, 2025
June	Monday, July 7, 2025
July	Thursday, August 7, 2025
August	Tuesday, September 9, 2025
September	Tuesday, October 7, 2025
October	Friday, November 7, 2025
November	Tuesday, December 9, 2025
December	Friday, January 9, 2026
2026	
January	Monday, February 9, 2026
February	Monday, March 9, 2026
March	Tuesday, April 7, 2026
April	Thursday, May 7, 2026
May	Tuesday, June 9, 2026
June	Tuesday, July 7, 2026
July	Thursday, August 6, 2026
August	Wednesday, September 9, 2026
September	Wednesday, October 7, 2026
October	Monday, November 9, 2026
November	Monday, December 7, 2026
December	Thursday, January 7, 2027

The Office of Human Resources

1150 CARROLL STREET, Rm. 208 BROOKLYN, NY 11225 T: 718.270.6910 F: 718.270.6909