



**West Valley-Mission**  
Community College District

# Overtime Timesheet Deadlines

**Classified, Confidential Supervisors, & POA**

## Fiscal Year 2026-2027

Submit Overtime Timesheets to [Payroll.Services@wvm.edu](mailto:Payroll.Services@wvm.edu) by 5:00 pm.

Overtime timesheets received after the deadline will be processed in the next pay period.

Overtime Timesheet Pay Period	Payroll Due Date	End-of-Month Payroll Pay Date	
		Day	Date
Jun 1 – Jun 30	07/06/2026	Friday	07/31/2026
Jul 1 – Jul 31	08/05/2026	Monday	08/31/2026
Aug 1 – Aug 31	09/03/2026	Wednesday	09/30/2026
Sep 1 – Sep 30	10/05/2026	Friday	10/30/2026
Oct 1 – Oct 31	11/04/2026	Monday	11/30/2026
Nov 1 – Nov 30	12/03/2026	Tuesday	12/22/2026
Dec 1 – Dec 31	01/06/2027	Friday	01/29/2027
Jan 1 – Jan 31	02/03/2027	Friday	02/26/2027
Feb 1 – Feb 28	03/03/2027	Tuesday	03/30/2027
Mar 1 – Mar 31	04/05/2027	Friday	04/30/2027
Apr 1 – Apr 30	05/05/2027	Friday	05/28/2027
May 1 – May 31	06/03/2027	Wednesday	06/30/2027
Jun 1 – Jun 30	07/06/2027	Friday	07/30/2027