

July 2024 – June 2025 TLAM Semi-Monthly Absence Processing Schedule

Absence Processing Period Begin Date	Absence Processing Period End Date	DEADLINE: Absence Submission & Approval (5PM)	View Updated Absence Balances in PAC
07/01/2024	07/15/2024	07/11/2024	07/17/2024
07/16/2024	07/31/2024	07/26/2024	08/05/2024**
08/01/2024	08/15/2024	08/12/2024	08/20/2024
08/16/2024	08/31/2024	08/27/2024	09/05/2024**
09/01/2024	09/15/2024	09/12/2024	09/18/2024
09/16/2024	09/30/2024	09/27/2024	10/04/2024**
10/01/2024	10/15/2024	10/11/2024	10/22/2024
10/16/2024	10/31/2024	10/29/2024	11/05/2024**
11/01/2024	11/15/2024	11/13/2024	11/19/2024
11/16/2024	11/30/2024	11/22/2024	12/04/2024**
12/01/2024	12/15/2024	12/11/2024	12/18/2024
12/16/2024	12/31/2024	12/24/2024	01/06/2025**
01/01/2025	01/15/2025	01/10/2025	01/17/2025
01/16/2025	01/31/2025	01/28/2025	02/06/2025**
02/01/2025	02/15/2025	02/11/2025	02/20/2025
02/16/2025	02/28/2025	02/25/2025	03/06/2025**
03/01/2025	03/15/2025	03/11/2025	03/20/2025
03/16/2025	03/31/2025	03/26/2025	04/04/2025**
04/01/2025	04/15/2025	04/10/2025	04/18/2025
04/16/2025	04/30/2025	04/25/2025	05/07/2025**
05/01/2025	05/15/2025	05/13/2025	05/21/2025
05/16/2025	05/31/2025	05/27/2025	06/05/2025**
06/01/2025	06/15/2025	06/11/2025	06/20/2025
06/16/2025	06/30/2025	06/25/2025	07/11/2025**

****Note:** Vacation time earned is applied to the employee's balance at the end of the month.