

Elementary Occasional Teacher Apply To Education Timesheet Submission Schedule

WORK PERIOD FOR 2025/2026 SCHOOL YEAR					TIMESHEETS ENTERED IN APPLY TO EDUCATION BY 4:00PM ON DATE BELOW		PAY DATE	
2025					•			
SEP	1	to	SEP	5	SEPTEMBER	8	SEPTEMBER	19
SEP	8	to	SEP	19	SEPTEMBER	22	OCTOBER	3
SEP	22	to	OCT	3	OCTOBER	6	OCTOBER	17
OCT	6	to	OCT	17	OCTOBER	20	OCTOBER	31
OCT	20	to	OCT	31	NOVEMBER	3	NOVEMBER	14
NOV	3	to	NOV	14	NOVEMBER	17	NOVEMBER	28
NOV	17	to	NOV	28	DECEMBER	1	DECEMBER	12
DEC	1	to	DEC	12	DECEMBER	15	DECEMBER	24
2026 (**Early Submissions Are Marked by an Asterisk**)								
**DEC	15	to	DEC	26	Early Submission DEC	18	JANUARY	9
	.0	ıo	DLO	20	Larry Gubinission DLG	10	JANUAKI	9
DEC	29	to	JAN	9	JANUARY	12	JANUARY	23
DEC JAN				-	-			
	29	to	JAN	9	JANUARY	12	JANUARY	23
JAN	29 12	to to	JAN JAN	9 23	JANUARY JANUARY	12 26	JANUARY FEBRUARY	23 6
JAN JAN	29 12 26	to to	JAN JAN FEB	9 23 6	JANUARY JANUARY FEBRUARY	12 26 9	JANUARY FEBRUARY FEBRUARY	23 6 20
JAN JAN FEB	29 12 26 9	to to to	JAN JAN FEB FEB	9 23 6 20	JANUARY JANUARY FEBRUARY FEBRUARY	12 26 9 23	JANUARY FEBRUARY FEBRUARY MARCH	23 6 20 6
JAN JAN FEB FEB	29 12 26 9 23	to to to to	JAN JAN FEB FEB MAR	9 23 6 20 6	JANUARY JANUARY FEBRUARY FEBRUARY MARCH	12 26 9 23 9	JANUARY FEBRUARY FEBRUARY MARCH MARCH	23 6 20 6 20
JAN JAN FEB FEB MAR	29 12 26 9 23 9	to to to to	JAN JAN FEB FEB MAR MAR	9 23 6 20 6 20	JANUARY JANUARY FEBRUARY FEBRUARY MARCH MARCH	12 26 9 23 9 23	JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL	23 6 20 6 20 2
JAN JAN FEB FEB MAR MAR	29 12 26 9 23 9	to to to to to	JAN JAN FEB FEB MAR MAR APR	9 23 6 20 6 20 3	JANUARY JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL	12 26 9 23 9 23 6	JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL APRIL	23 6 20 6 20 2 17
JAN JAN FEB FEB MAR MAR APR	29 12 26 9 23 9 23 6	to to to to to to to to to	JAN JAN FEB FEB MAR MAR APR	9 23 6 20 6 20 3 17	JANUARY JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL APRIL	12 26 9 23 9 23 6 20	JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL APRIL MAY	23 6 20 6 20 2 17
JAN JAN FEB FEB MAR MAR APR	29 12 26 9 23 9 23 6 20	to to to to to to to to to	JAN JAN FEB FEB MAR MAR APR APR MAY	9 23 6 20 6 20 3 17	JANUARY JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL APRIL MAY	12 26 9 23 9 23 6 20 4	JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL APRIL MAY MAY	23 6 20 6 20 2 17 1
JAN JAN FEB FEB MAR MAR APR APR MAY	29 12 26 9 23 9 23 6 20 4	to	JAN JAN FEB FEB MAR MAR APR APR MAY	9 23 6 20 6 20 3 17 1	JANUARY JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL APRIL MAY MAY	12 26 9 23 9 23 6 20 4 18	JANUARY FEBRUARY FEBRUARY MARCH MARCH APRIL APRIL MAY MAY	23 6 20 6 20 2 17 1 15 29

Long Term Occasional (LTO) Teachers: It is the LTO's responsibility to enter their timesheet in Apply to Education in order for the school Administrator to approve.

Replacement Occasional Teachers: All replacement timesheets are entered by the school which can be viewed by the occasional teacher on their calendar in Apply to Education.