

Elementary Occasional Teacher Apply To Education Timesheet Submission Schedule

WORK PERIOD FOR 2026/2027 SCHOOL YEAR					TIMESHEETS ENTERED IN APPLY TO EDUCATION BY 4:00PM ON DATE BELOW		PAY DATE	
2026								
SEP	2	to	SEP	4	SEPTEMBER	8	SEPTEMBER	18
SEP	7	to	SEP	18	SEPTEMBER	21	OCTOBER	2
SEP	21	to	OCT	2	OCTOBER	5	OCTOBER	16
OCT	5	to	OCT	16	OCTOBER	19	OCTOBER	30
OCT	19	to	OCT	30	NOVEMBER	2	NOVEMBER	13
NOV	2	to	NOV	13	NOVEMBER	16	NOVEMBER	27
NOV	16	to	NOV	27	NOVEMBER	30	DECEMBER	11
NOV	30	to	DEC	11	DECEMBER	14	DECEMBER	24
2027 (**Early Submissions Are Marked by an Asterisk**)								
**DEC	14	to	DEC	18	Early Submission DEC	18	JANUARY	8
JAN	4	to	JAN	8	JANUARY	11	JANUARY	22
JAN	11	to	JAN	22	JANUARY	25	FEBRUARY	5
JAN	25	to	FEB	5	FEBRUARY	8	FEBRUARY	19
FEB	8	to	FEB	19	FEBRUARY	22	MARCH	5
FEB	22	to	MAR	5	MARCH	8	MARCH	19
MAR	8	to	MAR	12	MARCH	22	APRIL	2
MAR	22	to	APR	2	APRIL	5	APRIL	16
APR	5	to	APR	16	APRIL	19	APRIL	30
APR	19	to	APR	30	MAY	3	MAY	14
MAY	3	to	MAY	14	MAY	17	MAY	28
MAY	17	to	MAY	28	MAY	31	JUNE	11
MAY	31	to	JUN	11	JUNE	14	JUNE	25
JUN	14	to	JUN	25	JUNE	28	JULY	9
JUN	28	to	JUN	30	JUNE	30	JULY	23

Long Term Occasional (LTO) Teachers: It is the LTO's responsibility to entered 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 and can be viewed by the occasional teacher on their calendar in Apply to Education.