



Employee Choice

Updated // March 19, 2026

Processing Dates for Movement to Academic Staff/ Limited Appointee via Employee Choice

Effective Date of Transfer to New Job Category	Employee Notification to Division	Division Submits Job Req Waiver to Comp Partner Local	Waiver Approved and Entered into Workday	New Benefit Applications and Payroll Deduction Forms Submitted
December 28, 2025	December 8, 2025	December 12, 2025	December 16, 2025	December 16, 2025
January 11, 2026	December 22, 2025	December 26, 2025	December 30, 2025	December 30, 2025
January 25, 2026	January 5, 2026	January 9, 2026	January 13, 2026	January 13, 2026
February 8, 2026	January 19, 2026	January 23, 2026	January 27, 2026	January 27, 2026
February 22, 2026	February 2, 2026	February 6, 2026	February 10, 2026	February 10, 2026
March 8, 2026	February 16, 2026	February 20, 2026	February 24, 2026	February 24, 2026
March 22, 2026	March 2, 2026	March 6, 2026	March 10, 2026	March 10, 2026
April 5, 2026	March 16, 2026	March 20, 2026	March 24, 2026	March 24, 2026
April 19, 2026	March 30, 2026	April 3, 2026	April 7, 2026	April 7, 2026
May 3, 2026	April 13, 2026	April 17, 2026	April 21, 2026	April 21, 2026
May 17, 2026	April 27, 2026	May 1, 2026	May 5, 2026	May 5, 2026
May 31, 2026	May 11, 2026	May 15, 2026	May 19, 2026	May 19, 2026



June 14, 2026	May 25, 2026	May 29, 2026	June 2, 2026	June 2, 2026
June 28, 2026	June 8, 2026	June 12, 2026	June 16, 2026	June 16, 2026
July 12, 2026	June 22, 2026	June 26, 2022	June 30, 2022	June 30, 2026
July 26, 2026	July 6, 2026	July 10, 2026	July 14, 2026	July 14, 2026
August 9, 2026	July 20, 2026	July 24, 2026	July 28, 2026	July 28, 2026
August 23, 2026	August 3, 2026	August 7, 2026	August 11, 2026	August 11, 2026
September 6, 2026	August 17, 2026	August 21, 2026	August 25, 2026	August 25, 2026
September 20, 2026	August 31, 2026	September 4, 2026	September 8, 2026	September 8, 2026
October 4, 2026	September 14, 2026	September 18, 2026	September 22, 2026	September 22, 2026
October 18, 2026	September 28, 2026	October 2, 2026	October 6, 2026	October 6, 2026
November 1, 2026	October 12, 2026	October 16, 2026	October 20, 2026	October 20, 2026
November 15, 2026	October 26, 2026	October 30, 2026	November 3, 2026	November 3, 2026
November 29, 2026	November 9, 2026	November 13, 2026	November 17, 2026	November 17, 2026
December 13, 2026	November 23, 2026	November 27, 2026	December 1, 2026	December 1, 2026
December 27, 2026	December 7, 2026	December 11, 2026	December 15, 2026	December 15, 2026

