

2025-26 Leave Report Deadlines		
Month	Employee Leave Due	Supervisor Approval Due
July 2025	8/4/2025	8/5/2025
August 2025	9/4/2025	9/5/2025
September 2025	10/6/2025	10/7/2025
October 2025	11/4/2025	11/5/2025
November 2025	12/4/2025	12/5/2025
December 2025	1/13/2026	1/14/2026
January 2026	2/4/2026	2/5/2026
February 2026	3/4/2026	3/5/2026
March 2026	4/6/2026	4/7/2026
April 2026	5/4/2026	5/5/2026
May 2026	6/3/2026	6/4/2026
June 2026	7/7/2026	7/8/2026