

Direct Deposit and W-4/VA-4 Self-Service Effective Date
Table

****If you make an on-line direct deposit or tax change within the dates below, the change will be reflected on the corresponding pay check effective date.**

<u>Date Change Submitted</u>	<u>Pay Check Effective Date:</u>
12/04/24 – 12/10/24	12/31/24
12/11/24 – 01/01/25	01/16/25
01/02/25 – 01/20/25	01/31/25
01/21/25 – 02/03/25	02/14/25
02/04/25 – 02/17/25	02/28/25
02/18/25 – 03/03/25	03/14/25
03/04/25 – 03/17/25	03/31/25
03/18/25 – 04/03/25	04/16/25
04/04/25 – 04/17/25	04/30/25
04/18/25 – 05/05/25	05/16/25
05/06/25 – 05/18/25	05/30/25
05/19/25 – 06/03/25	06/16/25
06/04/25 – 06/16/25	07/01/25
06/17/25 – 07/01/25	07/16/25
07/02/25 – 07/20/25	07/31/25
07/21/25 – 08/03/25	08/15/25
08/04/25 – 08/18/25	08/29/25
08/19/25 – 09/03/25	09/16/25
09/04/25 – 09/17/25	09/30/25
09/18/25 – 10/02/25	10/16/25
10/03/25 – 10/20/25	10/31/25
10/21/25 – 11/03/25	11/14/25
11/04/25 – 11/13/25	11/28/25
11/14/25 – 12/02/25	12/16/25
12/03/25 – 12/10/25	12/31/25