

Pay Schedule for Temporary Faculty Appointments

California State University, Fresno Graduate Assistants Appointments

GAs are appointment for a semester, however, entitled to 5 **monthly payments per semester**, with an academic year paid over a 10 month period.

The Fall pay releases as September through January, and if the employee does not return for the Spring Semester, the remaining amount due may be paid as an additional January lump sum payment. Spring Semester appointments are paid in 6 consecutive payments (February through July) and are followed by 1 payment (August) which represent remaining Fall pay, #6--only if a lump sum payment has not issued for December.

Pay checks are issued at the END of each monthly pay period (e.g. June pay issues on July 1). Below are the 3 typical type appointments which occur each semester.

PAY PERIODS: **SEP OCT NOV DEC JAN FEB MAR APR MAY JUN JUL AUG**

FALL ONLY APPOINTMENTS

| | | | | | | | | | | | | |
|-----------|--------|--------|--------|--------|--------|--|--|--|--|--|--|--|
| Fall pay= | Fall-1 | Fall-2 | Fall-3 | Fall-4 | Fall-5 | | | | | | | |
|-----------|--------|--------|--------|--------|--------|--|--|--|--|--|--|--|

SPRING ONLY APPOINTMENTS

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|----------|--|-------|-------|-------|-------|-------|--|--|--|--|--|--|
| Spr pay= | | Spr-1 | Spr-2 | Spr-3 | Spr-4 | Spr-5 | | | | | | |
|----------|--|-------|-------|-------|-------|-------|--|--|--|--|--|--|

ACADEMIC YEAR APPOINTMENTS

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|---------|--------|--------|--------|--------|--------|-------|-------|-------|-------|-------|--|--|--|
| AY pay= | Fall-1 | Fall-2 | Fall-3 | Fall-4 | Fall-5 | Spr-1 | Spr-2 | Spr-3 | Spr-4 | Spr-5 | | | |
|---------|--------|--------|--------|--------|--------|-------|-------|-------|-------|-------|--|--|--|

Instructional Student Assistants Appointments

ISAs are appointment for a selected amount of time and are paid on a monthly basis during the period of employment.

A Timesheet must be completed by the last day of each month. This timesheet is accessed through MyFresnoState. Time Entry Guide can be found at

<http://www.fresnostate.edu/adminserv/hr/payroll/documents/Hourly%20Employee%20Time%20Entry%2010%2013.pdf>

Pay checks are issued at the 15th of each monthly pay period (e.g. August pay issues on September 15th). View the Pay Calendar for pay periods.