

## California State University, Fresno

### Temporary Academic Appointments

Faculty are entitled to 6 monthly payments per semester, with an academic year paid over a 12 month period. Lecturers and Teaching Assistants fall into this group of employees. The Fall pay releases as September through December, and if the employee does not return for the Spring Semester, the remaining amount due is paid as an additional December lump sum payment. Spring Semester appointments are paid in 6 consecutive payments (January through June) and are followed by 2 payments (July & August) which represent remaining Fall pay, #5 and #6--only if a lump sum payment has not issued for December.

Salary warrants (payments) are issued at the END of each monthly pay period (e.g. June pay issues on July 1). Academic days differ in workdays for 12 month employees and can be found on this web-site under calendars. 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
<b>ACADEMIC YEAR APPOINTMENTS</b>												
	Fall-1	Fall-2	Fall-3	Fall-4	Spr-1	Spr-2	Spr-3	Spr-4	Spr-5	Spr-6	*Fall-5	**Fall-6
<b>FALL ONLY APPOINTMENTS</b>												
Fall pay=	Fall-1	Fall-2	Fall-3	Fall-4	Fall-5 and Fall-6 (issued as Dec lump sum; issued and released with January MASTER pay)							
<b>SPRING ONLY APPOINTMENTS</b>												
Spr pay=					Spr-1	Spr-2	Spr-3	Spr-4	Spr-5	Spr-6		
Notes:	*	Pay is based on employee's time base in prior month of June, if total contract is not yet paid in full.										
	**	Pay for this month is adjusted to and represents final amount due for entire year of contract.										
<b>Typical year-end settlements which would affect total payout for semester/year result from late starts, dock in pay, salary changes or time base changes which occur mid-semester:</b>												
										# days to be paid		
Formula used to calculate settlement to employee= (6 mos. pay) X										_____		
										# days in semester		
<p>If Spring monthly pay is 2X or more greater than Fall monthly pay =</p> <p style="margin-left: 40px;">(1) No August pay will issue</p> <p style="margin-left: 40px;">(2) and July may issue as an adjusted pay.</p> <p>This situation results from the requirement that July pay must issue in the amount shown on employee's current pay history.</p>												