

## **PAY BASIS FOR TEN-MONTH FACULTY: 26-Pay**

Academic Year 2024-2025

**New ten-month faculty hired for the start of the academic year** will be placed on a 26-pay (CAL) pay basis method.

### **26-pay (CAL) basis:**

Academic year salary for 26-pay (CAL) pay basis is paid out over the entire year from September 1 through August 31. A faculty member on 26-pay basis always goes on the payroll on September 1, no matter where this date falls within a biweekly period. New York State has a two-week payroll lag; therefore, **the first payday for 26-pay faculty is September 25, 2024** (provided all necessary new hire paperwork is completed and submitted to Human Resource Services by the required deadlines. Failure to meet these deadlines will delay receipt of the first paycheck). On September 25, 26-pay faculty will receive a check for 11 days of the 14-day biweekly period (9/1 – 9/11). On October 9, the first full check for a complete pay period following appointment (9/12 – 9/25) would be paid.

Note 1: Payday is every other Wednesday, and all New York State employees are on a 2-week lag payroll. This means that you are paid for a two week pay period (beginning on a Thursday through the second Wednesday) two weeks after the conclusion of that pay period.

Note 2: For 26-pay (CAL) basis, the Spring Semester begins on March 2. If you take a leave without pay for a fall semester, this means you will not return to the payroll until March 2 when you return in the spring. Your academic obligation, however, will begin with the start of classes.