

2025-2026									
Obligation & Payroll Appointment Dates for Academic Year									
	Payroll Hire Dates	Payroll Tentative End	Number of Pay Periods	First Check Date	First Check	Last Check Date	Last Check	Obligation Start Date	Obligation End Date
2025 Summer Session - 28020									
Fee Payments									
Term 1	22-May-25	18-Jun-25	2 Pay Periods	18-Jun-25	2 Payments	2-Jul-25		27-May-25	30-Jun-25
Term 2	3-Jul-25	30-Jul-25	2 Pay Periods	30-Jul-25	2 Payments	13-Aug-25		7-Jul-25	8-Aug-25
Term 3	Varies	Varies							
Full Time Faculty - 28020									
Calendar pay basis	1-Sep-25	31-Aug-26	26.1	24-Sep-25	Full Check (10 of 14 days)			18-Aug-25	17-May-26
Adjunct Faculty & GATA									
Fall Appointment									
Bi-Weekly Pay Basis	14-Aug-25	31-Dec-25	10	10-Sep-25	Covers 10 days	14-Jan-26	Full Check Covers 10 days	18-Aug-25	1-Jan-26
Adjunct Faculty & GATA									
Spring Appointment									
Bi-Weekly pay basis	1-Jan-26	20-May-26	10	28-Jan-26	Covers 10 days	3-Jun-26	Full Check Covers 10 days	2-Jan-26	17-May-26
Adjunct Faculty & GATA									
Academic Year App't									
Bi-Weekly pay basis	14-Aug-25	20-May-26	20	10-Sep-25	Covers 10 days	3-Jun-26	Full Check Covers 10 days	18-Aug-25	17-May-26
2026 Winter Session - 28020									
One Fee Payment	1-Jan-26	14-Jan-26	1	28-Jan-26	1 Payment				
2025 Summer Salary Payments for 10-Month Faculty 28020	*Important: 10-Month faculty summer salary dates may not overlap with the Academic Year Obligation dates. Use the dates below when processing summer salary payments.								
June	5/22/2025	6/18/2025	2	6/18/2025		7/2/2025			
July	6/19/2025	7/16/2025	2	7/16/2025		7/30/2025			
August	7/17/2025	8/13/2025	2	8/13/2025		8/27/2025			
Federal Work Study - 28023									
Academic Year Grant	19-Aug-25	6-May-26							
Hourly pay basis					Dependent on submittal of time record		Dependent on submittal of time record		
Student Assistant - 28021									
Payroll active throughout calendar year. Hourly (or) Fee Pay Basis	Varies	-	-	-	Dependent on submittal of time record	-	Dependent on submittal of time record	-	-
NOTE: CHECK DATES ARE CONTINGENT UPON THE TIMELY COMPLETION OF AN I-9 FORM, A HR FORM NOTIFICATION OF APPOINTMENT, SUBMISSION OF ALL DEGREE INFORMATION WHERE REQUIRED AND THE INPUT OF THE DATA INTO SUNY HR SYSTEM.									
ABILITY TO SECURE CAMPUS ID CARD AND SYSTEMS ACCESS IS CONDITIONAL ON THE SUBMITTAL OF THE HR FORM NOTIFICATION OF APPOINTMENT. CARDS CAN BE SECURED 7 DAYS PRIOR TO START DATE FOR PROFESSIONAL AND CLASSIFIED EMPLOYEES AND UP TO 90 DAYS FOR FACULTY IF APPOINTMENT HAS BEEN REPORTED TO HUMAN RESOURCES IN ADVANCE.									