

2023 Summer School Payroll Calendar Details

Summer Term	Month(s) of Pay	HR/Payroll Deadline	Pay Date	Fiscal Year
Maymester: May 16-June 7	May-23	5/17/2023	5/31/2023	FY 2023
Extended: May 16-August 4	May-23	5/17/2023	5/31/2023	FY 2023
	Jun-23	6/15/2023	6/30/2023	FY 2023
	Jul-23	7/13/2023	7/31/2023	FY 2024
Thru Term: June 8-August 4	Jun-23	6/15/2023	6/30/2023	FY 2023
	Jul-23	7/13/2023	7/31/2023	FY 2024
Short Session I: June 8-July 7	Jun-23	6/15/2023	6/30/2023	FY 2023
Short Session II: July 10-August 4	Jul-23	7/13/2023	7/31/2023	FY 2024

Please note that missed Summer School Payments are not eligible for off-cycles.

*All summer school payments are taxed in accordance with the employee's
W-4/State withholding form and are included in TRS/ORP earnings.

* Faculty members teaching courses in the Thru Session should be paid 50% of their term salary in Short Session I and 50% in Short Session II

Note: May and June pay dates will be funded and recorded in the current fiscal year. The July pay date will be funded and recorded in the following fiscal year.

** Best practice is to have all necessary approvals by this deadline; anything that is not approved by this deadline may not be processed until the next monthly on-cycle payroll process, however, Payroll will attempt to process it as soon as possible.