



ACADEMIC PAYMENT SCHEDULE Fall 2023 - Spring 2024

As a Cal Poly Pomona faculty member, you are either appointed for a semester or an academic year. How you are appointed determines your pay schedule. In general, an employee hired for one semester receives equal pay warrants over a six-month period. An employee hired for an academic year receives equal pay warrants over a twelve-month period. Please note a Lecturer/AY Teaching Associate hired to teach fall and then appointed to teach spring will be paid as if working on an academic year basis. Below are the most common pay schedules:

FALL 2023 ONLY APPOINTMENT: Faculty paid in 6 equal payments (86 academic workdays)				
PAY PERIOD	PAY PERIOD DATES	PAYDAY	DIRECT DEPOSIT POSTING DATE	PAYMENT NO.
09/23	08/21/23 – 09/30/23	09/29/2023	10/02/2023	Fall – Warrant #1 ^a
10/23	10/01/23 – 10/31/23	10/31/2023	11/01/2023	Fall – Warrant #2
11/23	11/01/23 – 11/30/23	11/30/2023	12/01/2023	Fall – Warrant #3
12/23	12/01/23 – 12/31/23	12/29/2023	01/02/2024	Fall – Warrant #4
01/24	01/01/24 – 01/30/24	01/30/2024	01/31/2024	Fall – Warrant #5
02/24	01/31/24 – 02/29/24	02/29/2024	03/01/2024	Fall – Warrant #6 (Final) ^b

SPRING 2024 ONLY APPOINTMENT: Faculty paid in 6 equal payments (86 academic workdays)				
PAY PERIOD	PAY PERIOD DATES	PAYDAY	DIRECT DEPOSIT POSTING DATE	PAYMENT NO.
02/24	01/19/24 – 02/29/24	02/29/2024	03/01/2024	Spring – Warrant #1 ^c
03/24	03/01/24 – 03/31/24	03/29/2024	04/02/2024	Spring – Warrant #2
04/24	04/01/24 – 04/30/24	04/30/2024	05/01/2024	Spring – Warrant #3
05/24	05/01/24 – 05/30/24	05/30/2024	05/31/2024	Spring – Warrant #4
06/24	05/31/24 – 06/30/24	06/28/2024	07/01/2024	Spring – Warrant #5
07/24	07/01/24 – 07/30/24	07/30/2024	07/31/2024	Spring – Warrant #6 (Final) ^b

ACADEMIC YEAR APPOINTMENT: Faculty are paid in 12 equal payments (172 academic workdays)				
PAY PERIOD	PAY PERIOD DATES	PAYDAY	DIRECT DEPOSIT POSTING DATE	PAYMENT NO.
09/23	08/21/23 – 09/30/23	09/29/2023	10/02/2023	Fall – Warrant #1 ^a
10/23	10/01/23 – 10/31/23	10/31/2023	11/01/2023	Fall – Warrant #2
11/23	11/01/23 – 11/30/23	11/30/2023	12/01/2023	Fall – Warrant #3
12/23	12/01/23 – 12/31/23	12/29/2023	01/02/2024	Fall – Warrant #4
01/24	01/01/24 – 01/30/24	01/30/2024	01/31/2024	Fall – Warrant #5
02/24	01/31/24 – 02/29/24	02/29/2024	03/01/2024	Spring – Warrant #1 ^{c&d}
03/24	03/01/24 – 03/31/24	03/29/2024	04/02/2024	Spring – Warrant #2
04/24	04/01/24 – 04/30/24	04/30/2024	05/01/2024	Spring – Warrant #3
05/24	05/01/24 – 05/30/24	05/30/2024	05/31/2024	Spring – Warrant #4
06/24	05/31/24 – 06/30/24	06/28/2024	07/01/2024	Spring – Warrant #5
07/24	07/01/24 – 07/30/24	07/30/2024	07/31/2024	Spring – Warrant #6 (Final)
08/24	07/31/24 – 08/29/24	08/29/2024	08/30/2024	Fall – Warrant #6 of 12 ^e

- a. The first warrant of the fall semester includes academic days worked 08/21/2023 through 09/30/2023.
- b. Late starts, leaves without pay, or dock time may affect the 6th pay warrant for that semester. Time-base changes affect the upcoming and future pay warrants.
- c. The first spring semester warrant includes academic days worked 01/19/2024 through 02/29/2024
- d. The first spring warrant may vary in amount from the 5th fall warrant due to time base/units from fall to spring.
- e. The 12th warrant reflects the time base/units of the preceding fall appointment and the effect of any late starts, leaves without pay, or dock time during a semester may affect the 6th pay warrant for that semester.