

## 2023-2024 Academic Year Appointment and Pay Dates

### Faculty Obligation dates for Academic Year 2023-2024

Full Year:	August 21, 2023 – May 17, 2024
Fall 2023 Semester:	August 28, 2023 – December 15, 2023
Spring 2024 Semester:	January 22, 2024 – May 17, 2024

### New Full-Time Faculty

	Payroll Effective Date	* First Check
CAL	9/1/23 – 8/31/24	9/27/2023

### Part-Time Adjunct Instructors AND Part-Time Coaches/Graduate Assistants

	Payroll Effective Dates	* First Check	* Last Check	
AYR	8/3/23 – 5/8/24	8/30/2023	5/22/2024	(20 checks)
Fall Only	8/3/23 – 12/20/23	8/30/2023	1/3/2024	(10 checks)
Spring Only	12/21/23 – 5/8/24	1/17/2024	5/22/2024	(10 checks)

### Appointment Form Payroll Deadline Date

Fall 2023	7/31/2023
Spring 2024	12/11/2023

\*First check dates assume approved paperwork is submitted timely

### Helpful Websites:

[For Unclassified Appointment Forms, visit: https://www.oswego.edu/human-resources/forms](https://www.oswego.edu/human-resources/forms)

[For Unclassified Appointment Form How-to-Guide: https://www.oswego.edu/human-resources/file/how-guide-electronic-unclassified-service-appointment-form](https://www.oswego.edu/human-resources/file/how-guide-electronic-unclassified-service-appointment-form)

[Payroll calendars can be found at: https://www.oswego.edu/human-resources/calendars](https://www.oswego.edu/human-resources/calendars)

[For Direct Deposit form, visit: https://www.oswego.edu/human-resources/payroll](https://www.oswego.edu/human-resources/payroll)

### If you have questions?

[Email John Trombly \(payroll@oswego.edu\) for payroll-related questions \(salaries, etc.\)](mailto:payroll@oswego.edu)

[Email Human Resources \(hr@oswego.edu\) for appointment and contract letter questions](mailto:hr@oswego.edu)