

2024-2025 Academic Year Appointment and Pay Dates

Faculty Obligation dates for Academic Year 2024-2025

Full Year:	August 19, 2024 - May 17, 2025
Fall 2024 Semester:	August 26, 2024 – December 14, 2024
Spring 2025 Semester:	January 27, 2025 – May 17, 2025

New Full-Time Faculty

	Payroll Effective Date	* First Check
CAL	9/1/2024 - 8/31/2025	9/25/2024

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

	Payroll Effective Dates	* First Check	* Last Check	
AYR	8/1/2024 - 5/7/2025	8/28/2024	5/21/2025	(20 checks)
Fall Only	8/1/2024 - 12/18/2024	8/28/2024	12/31/2024	(10 checks)
Spring Only	12/19/2024 - 5/7/2025	1/15/2025	5/21/2025	(10 checks)

Appointment Form Payroll Deadline Date

Fall 2024	7/29/2024
Spring 2025	12/16/2024

*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)