

Explanation of Service Basis, Standard Period of Service and Period of Payments

EFFECTIVE AUGUST 16, 2013

<u>Service Basis</u>	<u>Standard Period of Service</u>	<u>Period of Payment</u>
9/9 mth (Full Academic Year)	08/16 through 05/15	08/16 through 05/15
9/9 mth (Fall Semester)	08/16 through 12/31	08/16 through 12/31
9/9 mth (Spring Semester)	01/01 through 05/15	01/01 through 05/15
9/12 mth (Full Academic Year)	08/16 through 05/15	08/16 through 08/15
9/12 mth (Fall Semester)	08/16 through 12/31	08/16 through 02/15
9/12 mth (Spring Semester)	01/01 through 05/15	02/16 through 08/15
10/10 mth (Ten Month's Service Paid over Ten Months) Example:	08/16 through 06/15	Same As Period of Service
10/12 mth (Ten Months' Service Paid Over Twelve Months) Example:	08/16 through 06/15	08/16 through 08/15
12/12 mth (Twelve Months' Service Paid Over Twelve Months, with Allowable Vacation) Example:	08/16 through 08/15	08/16 through 08/15
Summer (Optional and Applicable in Conjunction with 9/12 and 10/12 Appointments Only) Example:	06/16 through 08/15	06/16 through 08/15
Dates Indicated	Same as Pay Period	Same as Period of Service
Athletics Year-Round Service	08/16 through 08/15 or Other specified annual cycle	Same as Period of Service
None Required	None Required	None

At the University of Illinois the standard monthly pay period is from the 16th of one month through the 15th of the following month. Example: 08/16 through 09/15

Actual service may not be for the full monthly pay period. For a partial month's service, pay is calculated based on the number of actual days worked (Monday-Friday) compared to the total number of possible work days (Monday-Friday) in the given monthly pay period.

Salary Descriptors on the Notification of Appointment:

(A) Gross Annual Salary for a full appointment period.

(M) Gross Monthly Salary for an entire standard month of service.

When viewing historical Notification of Appointment forms, please note that the most recent Generation Date reflects the most recent information. If the same service/pay periods appear on successive Notification of Appointment forms, the most recently dated form indicates any modifications made to the original appointment.