

**CSUSM PAYROLL SERVICES
9/80 SUMMER SCHEDULE
2024**

DATES: MAY 26, 2024 - AUGUST 3, 2024 (SCHEDULE 1)
DURATION: 10 WEEKS

WORKWEEK: SUNDAY- SATURDAY

MAY PAY PERIOD (05/01-05/30)						
S	M	T	W	TH	F	S
			8	8	8	
	8	8	8	8	8	
	8	8	8	8	8	
	8	8	8	8	8	
Week 1	9H	9	9	9		
4 Hours Excess						

JUNE PAY PERIOD (05/31-06/30)						
S	M	T	W	TH	F	S
					8	
Week 2	9	9	9	9	Off	
Week 3	9	9	9	9	8	
Week 4	9	9	9H	9	Off	
Week 5	9	9	9	9	8	
No Excess/Deficit						

JULY PAY PERIOD (07/01-07/30)						
S	M	T	W	TH	F	S
Week 6	9	9	9	9H	Off	
Week 7	9	9	9	9	8	
Week 8	9	9	9	9	Off	
Week 9	9	9	9	9	8	
Week 10	9	9				
2 Hours Excess						

AUGUST PAY PERIOD (07/31-08/29)						
S	M	T	W	TH	F	S
			9	9	Off	
	8	8	8	8	8	
	8	8	8	8	8	
	8	8	8	8	8	
	8	8	8	8		
6 Hours Deficit						

Key Dates/Information	
First 9-Hour Workday	05/28/24
9-Hour Holiday	05/27/24, 06/19/24, 07/04/24
First Friday Off	06/07/24
# of Fridays Off	5

Excess/Deficit - Reconciliation		
May	4 Hours Excess	Paid 06/15/24
June	None	N/A
July	2 Hours Excess	Paid 08/15/24
August	6 Hours Deficit	Use CTO, Vac, PH to Offset Deficit*
Total deficit hours at end of 9/80 = 6 Hours		
* At end of 9/80 schedule deficit hours are offset by pre-determined leave credits or employee will be docked to recoup deficit.		

LEGEND
8-Hour Day on 9/80
9-Hour Day
9-Hour Holiday
Friday Off
Sat/Sun

**CSUSM PAYROLL SERVICES
9/80 SUMMER SCHEDULE
2024**

DATES: JUNE 2, 2024 - AUGUST 10, 2024 (SCHEDULE 2)

WORKWEEK: SUNDAY - SATURDAY

DURATION: 10 WEEKS

MAY PAY PERIOD (05/01-05/30)						
S	M	T	W	TH	F	S
			8	8	8	
	8	8	8	8	8	
	8	8	8	8	8	
	8	8	8	8	8	
	8	8	8	8		
No Excess/Deficit						

JUNE PAY PERIOD (05/31-06/30)						
S	M	T	W	TH	F	S
					8	
Week 1	9	9	9	9	8	
Week 2	9	9	9	9	Off	
Week 3	9	9	9H	9	8	
Week 4	9	9	9	9	Off	
No Excess/Deficit						

JULY PAY PERIOD (07/01-07/30)						
S	M	T	W	TH	F	S
Week 5	9	9	9	9H	8	
Week 6	9	9	9	9	Off	
Week 7	9	9	9	9	8	
Week 8	9	9	9	9	Off	
Week 9	9	9				
2 Hours Excess						

AUGUST PAY PERIOD (07/31-08/29)						
S	M	T	W	TH	F	S
			9	9	8	
Week 10	9	9	9	9	Off	
	8	8	8	8	8	
	8	8	8	8	8	
	8	8	8	8		
2 Hours Deficit						

Key Dates/Information	
First 9-Hour Workday	06/03/24
9-Hour Holiday	06/19/24, 07/04/24
First Friday Off	06/14/24
# of Fridays Off	5

Excess/Deficit - Reconciliation		
May	None	N/A
June	None	N/A
July	2 Hours Excess	Paid 08/15/24
August	2 Hours Deficit	Use CTO, Vac, PH to Offset Deficit*
Total deficit hours at end of 9/80 = 2 Hours		
<i>* At end of 9/80 schedule deficit hours are offset by pre-determined leave credits or employee will be docked to recoup deficit.</i>		

LEGEND
8-Hour Day on 9/80
9-Hour Day
9-Hour Holiday
Friday Off
Sat/Sun