Salary calculations for summer 2021 appointments:

***Summer 2021 includes 13 weeks, 520 hours.***

- Dates should be inclusive of all work dates to ensure coverage and compliance with Workman’s Compensation Insurance.

- Information Needed for Calculations: For Department Heads/Chairs and Directors use base salary plus stipend. (E4105 & E4107.) Look in NBAJOBS.

- Divide salary by the AY contract hours for the summer maximum hourly rate. See the below chart for the most commonly used FTEs.
  - For deferred pay, the spread hourly rate is reflected in NBAJOBS. Take the salary and divide by the contract hours to get the true earned hourly rate.

<table>
<thead>
<tr>
<th>NBAJOBS record:</th>
<th>Example of one FTE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$45,008.60 = $28.85/hr</td>
</tr>
<tr>
<td></td>
<td>1,560 hrs (1 FTE)</td>
</tr>
</tbody>
</table>

Example of one FTE on deferred pay:

|$99,652.80 = $62.283$  
|$99,652.80 = $63.88$  
|1,600 (deferred pay)  
|1,560 (use if 1 FTE) |

Example of less than one FTE: .875 fte

|$46,710.30 = $34.22/hr$  
|1,365 hrs (.875 FTE) |

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### Example FTE calculations for summer appointments:

**Maximum Summer Salary** = Earned Hourly rate X 13 weeks X 40 hrs/week  
Ex: $28.85 X 13 weeks X 40 hrs = **$15,002**

**FTE Example**: will earn $4,000 over 5 weeks. (5 weeks x 40 hrs = 200 hours)  
$4,000/$28.85 (max hourly rate) = 138.64818 hours, round to 139 hours  
139 hours / 200 hrs = 0.695 FTE  
Hours per pay/day would then be: .695*80= 55.60 per pay 5.56 per day

**Maximum Summer Salary** = Earned Hourly rate X 13 weeks X 40 hrs/week  
Ex: $34.22 X 13 weeks X 40 hrs = **$17,794.40**

**FTE: Example**: will earn $4,000 over 5 weeks. (5 weeks x 40 hrs = 200 hours)  
$4,000/$34.22 (max hourly rate) = 116.890707188 hours, round to 117 hours  
117 hours / 200 hrs = 0.585 FTE  
Hours per pay/day would then be: .585 *80= 46.80 per pay 4.68 per day.