Calculation Survival Guide

**Work Days** | **Work Hours** | **Pay Days**
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Fiscal = 262 | 2096 | 26.2
Academic = 200 | 1600 | 20

**Academic Dates***
- Full Academic Year: 8/17/15 - 05/22/16
- Fall Semester: 8/17/15 - 01/03/16
- Spring Semester: 01/04/16 - 05/22/16

**Frequently Used Calculations:**
- **FTE**
  Hours worked per payperiod / 80

- **DAILY RATE**
  Hourly rate x 8 x FTE

- **BI-WEEKLY RATE**
  Annualized rate/26.2

- **FISCAL ANNUALIZED RATE**
  Daily rate x 262 / FTE

- **ACADEMIC ANNUALIZED RATE**
  Daily rate x 200 / FTE

**ACTUAL TO BI-WEEKLY PAY AMOUNT**
1) Actual Pay Amount: 
2) # of Work Days from Start to End Date: 
3) Actual Pay Amt / Work Days = Earnings per Day
4) Earnings per Day x 10 = **Bi-Weekly Pay Amt**