Pay schedule for 9 month faculty

For the upcoming 2020-2021 academic year, faculty with a full-time 9-month appointment will have the option to be paid over 12 months.

The pay schedule will remain the same for current faculty and will only change if the faculty member completes the online form prior to the start of the academic year (August 25). If the faculty member previously elected to have their academic year compensation paid out over a 12-month period and wish to maintain that election, no further action is required.

The election is irrevocable for the academic year and cannot be changed after the commencement of the academic year as per the Internal Revenue Code – IRC 409A. New faculty will continue to default to be compensated over a 9-month period and will have the opportunity to elect to be paid over 12 months beginning the following academic year.

Enrollment
To enroll or make a change to a current election, please complete the 9-month Faculty Pay Selection form found on the Human Resources and Payroll website within the Payroll/Employee Resources tab. HR & Payroll must receive the completed form no later than August 24, 2020. The election will remain in effect unless the faculty member submits an additional form during a future-year open enrollment period.

Continuation
It is not necessary to re-enroll each year. Faculty will continue to be in the 9 paid 12 pay plan option until they elect to change their election.

Position Changes
Faculty must withdraw from the plan if they plan to retire or enter into their final year of a phased retirement agreement, have an FTE reduction, take a leave of absence, or go on long-term disability.

Benefit Deductions
Benefit deductions that are in effect for 12 months for faculty paid over 12 months (i.e. medical, dental, etc.) will be deducted over the entire 12 months instead of 9 months. Retirement deductions and university contributions to retirement as well as tax withholdings will be based on wages paid, not wages earned.

Tax Implications
There could be additional tax implications/fees when electing to defer pay. Therefore, it is recommended that faculty consult with a tax advisor regarding any questions about the potential impact of electing to receive compensation over 12 months.

If you have questions, please email payroll@gmu.edu.