Calculating the Semi-Monthly Daily Rate (Calendar Days)
for the following Personnel Subareas:

U007	Undergrad Student	U011	Visiting Student
U008	Graduate Student	U017	Med Students

Number of calendar days in pay period 15* days

SEPTEMBER 2010

SUN	MON	TUES	WED	THURS	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Example # 1 for hire date 9/7/2010

Semi monthly salary: $2000.00
Semi-monthly salary divided by Total # of calendar days in pay period; multiply by # of calendar days from hire date through end of pay period
2000.00/15X9=1199.99
$1199.99 for pay period ending 9/15/2010

Example # 2 for term date 9/9/2010

Semi monthly salary: $2000.00
Semi-monthly salary divided by Total # of calendar days in pay period; multiply by # of calendar days from start of pay period through day before termination date
2000.00/15X8=1066.66
$1066.66 for pay period ending 9/15/2010

*Number of days will always be 15 for the first pay period of the month.
Number of calendar days may vary during the second pay period of the month; must review calendar to determine.