STUDENT FICA-DCP INFORMATION

To remain exempt from Student FICA (DCP/Medicare deductions) during the summer, a student employee (non-career) who is a U.S. citizen, permanent resident or resident alien must be employed less than 80% time for the month or any partial period within the month and meet the minimum unit requirement of six units for an undergraduate student; three units (5-week session) or six units (10-week session) for a graduate student. A student must be registered in the minimum unit requirement for at least one day of the pay period to remain exempt. During the academic year, there is a six unit requirement for both undergraduate and graduate student employees who are U.S. citizens, permanent residents or resident aliens. Since PPS was programmed to exempt students registered in at least 6 units year round, the Graduate Division monitors graduate students registered in 3 units during the 5-week summer sessions or students registered in other than the 5-week sessions and manually adjusts units in the payroll system. In addition, Employment Services (undergraduate) and the Graduate Division (graduate) review reports generated after each interface to ensure that the registration units have interfaced accurately.

SUMMER 2016 ISIS/PPS INTERFACE SCHEDULE:

S’16: Quarter ends 06/10/16
SS 1: 5-week session, 06/27/16 - 07/30/16, fee deadline 6/20; 100% refund deadline 7/01
SS 2: 5-week session, 08/01/16 - 09/03/16, fee deadline 7/25; 100% refund deadline 8/05

6/09 Biweekly PPS-EDB deadline to affect 6/15 payday (service 5/22 - 6/04)
6/22 Biweekly PPS-EDB deadline to affect 6/29 payday (service 6/05 - 6/18)
6/23 Monthly PPS-EDB deadline to affect 7/01 payday (service 6/01 - 6/30)
7/01 SS I 100% Refund Deadline (Friday)

7/01 ISIS Registration Extract of SS 1 (Friday)

7/01 PPS One-Time Program - Default all students in PPS student status 3, 4, 6 or 7 to 0.0 units (Friday)

7/04 HOLIDAY (Monday – Independence Day)

7/05 PPS Interface of SS 1 (Tuesday)

7/07 Biweekly PPS-EDB deadline to affect 7/13 payday (service 6/19 - 7/02)
7/21 Biweekly PPS-EDB deadline to affect 7/27 payday (service 7/03 - 7/16)
7/25 Monthly PPS-EDB deadline to affect 8/01 payday (service 7/01 - 7/31)
8/03 Biweekly PPS-EDB deadline to affect 8/10 payday (service 7/17 - 7/30)
8/05 SS II 100% Refund Fee Deadline (Friday)

8/05 ISIS Registration Extract of SS 2 (Friday)

8/08 PPS Interface of SS 2 (Monday)

8/18 Biweekly PPS-EDB deadline to affect 8/24 payday (service 7/31 - 8/13)
8/25 Monthly PPS-EDB deadline to affect 9/01 payday (service 8/1 - 8/31)
8/31 Biweekly PPS-EDB deadline to affect 9/07 payday (service 8/14 - 8/27)
9/15 Biweekly PPS-EDB deadline to affect 9/21 payday (service 8/28 - 9/10)
2016-17 ACADEMIC YEAR ISIS/PPS INTERFACE SCHEDULE:

F'16: Quarter begins 09/19/16   Quarter ends 12/10/16
W'17: Quarter begins 01/04/17   Quarter ends 03/25/17
S'17: Quarter begins 03/30/17   Quarter ends 06/16/17

9/16  PPS One-Time Program - Default all students with PPS student status 3, 4, 6 or 7 to 99.9 units (Friday)

9/22  Monthly PPS-EDB deadline to affect 9/30 payday (service 9/1 - 9/30)

9/29  Biweekly PPS-EDB deadline to affect 10/05 payday (service 9/11 - 9/24)

10/07 F'16 3rd Week Registration Extract (Friday)

10/10 ISIS/PPS Interface (Monday)

10/13 Biweekly PPS-EDB deadline to affect 10/19 payday (service 9/25 - 10/08)

10/21 F'16 5th Week Registration Extract (Friday)

10/24 ISIS/PPS Interface (Monday)

10/25 Monthly PPS-EDB deadline to affect 11/01 payday (service 10/1 - 10/31)

10/27 Biweekly PPS-EDB deadline to affect 11/02 payday (service 10/09 - 10/22)

11/09 Biweekly PPS-EDB deadline to affect 11/16 payday (service 10/23 - 11/05)

11/22 Biweekly PPS-EDB deadline to affect 11/30 payday (service 11/06 - 11/19)

11/23 Monthly PPS-EDB deadline to affect 12/01 payday (service 11/01 - 11/30)

12/08 Biweekly PPS-EDB deadline to affect 12/14 payday (service 11/20 - 12/03)

12/20 Biweekly PPS-EDB deadline to affect 12/28 payday (service 12/04 - 12/17)

12/22 Monthly PPS-EDB deadline to affect 1/04 payday (service 12/01 - 12/31)

1/05 Biweekly PPS-EDB deadline to affect 1/11 payday (service 12/18 - 12/31)

01/20 W'17 3rd Week Registration Extract (Friday)

01/23 ISIS/PPS Interface (Monday)

02/03 W'17 5th Week Registration Extract (Friday)

02/06 ISIS/PPS Interface (Monday)

04/14 S'17 3rd Week Registration Extract (Friday)

04/17 ISIS/PPS Interface (Monday)

04/28 S'17 5th Week Registration Extract (Friday)

05/01 ISIS/PPS Interface (Monday)