APO 2018 Summer Salary Earn Code to DOS Code Mapping and Associated Job Codes

Primary Earn Code	DOS Codes - DO NOT USE	Long Description	Summer Job Codes	Notes
ACA	~~ACA, APA~~	Additional Comp - Admin	Use corresponding Aministrative Job Code	Payments at some percentage of 1/9 rate
ACR	~~ACR, AAC, ARC~~	Additional Comp - Research	003205, 003215, 003225 (Researcher AY) 001982, 001984, 001986 (Researcher AY B/E/E)	Paid from research funds which require Payroll Certification (Payments at some percentage of 1/9 rate. The FTE on the job records should correspond to the 1/9th percentage)
ACS	~~SSG, SSC, SSR, SMR, OLS, OLT~~	Additional Comp - Summer Session DCP[2]	Use corresponding Professorial or other Primary Job Code	Eligible for Summer Session DCP (403b contributions)
AFR[1]	~~AFR~~	Additional Comp - FY Research	003200, 003210, 003220 (Researcher FY) 001987, 001988, 001989 (Researcher FY B/E/E)	Paid from research funds which require Payroll Certification (1/11 or 1/12 rate)
ASN	~~SST, SSR OLD, OLT, SMV, SUM~~	Additional Comp - Summer Session No DCP[2]	001550 (Lecturer) 002310 (Associate In) 001108, 001208, 001308 (Visiting Professor)	Not eligible for Summer Session DCP (403b contributions)
DIF	~~DIF, SMD, SMR~~	Summer Differential	Used with associated Administrative Job Code	

[1]Requires a written exception prior to implementation and deduction of appropriate amount of accrued vacation

[2]DCP description above will be changed to 403B (special benefit changed in 2016)

** New Jobs's should only be added in cases where:

1.) An MOU requires a specific summer salary job code

2.) The research funds require payroll certification

3.) The job is an appointee's only job in the summer

4.) The job needs to be added for ACA purposes

In ALL other cases, the summer salary payment should be added to the appointees's professorial, administrative or other Job Code associated with the effort expended on the research, teaching or service.