

How to calculate weekly earnings for EDD application

Log into Workday on the district website.

Note your semester rate per LHE, and your hourly rate.*

Multiply your semester rate x your assigned LHE.

Add additional income such as Insurance allowance, Dept. Chair stipends, etc.

Ex. Ins. Allowance= \$175 x 5 payments= \$875. Add to total earnings.

Divide this by the total weeks (17) in the semester.

Example, teaching 6 units at 1461 per LHE per semester and receiving the insurance allowance:

$$1461 \times 6 \text{ LHE} = \$8766.00 + 875 = \$9641.00$$

$$9641 \text{ divided by } 17 = \$567.12 \text{ per week.}$$

*Note: your pay stub lists rate of pay as an hourly figure. If you don't know which column you are on, you will need to match the figure to the hourly rate on the salary schedule:

Classroom P-t Faculty—divide the hourly on the stub by 2.33

Non-classroom—the hourly matches the number on the stub

P-t faculty tutorial—divide the hourly on the stub by 2.