

Teaching Instructional Staff and Graduate Assistant Dates
2025-2026 Academic Year

Please refer to the dates below when entering appointments and leaves of absence into CUNYfirst, and share this information with the appropriate staff on your campus.

Appointments and Reappointments

Full-time faculty appointments and reappointments for the 2024-2025 academic year end on **August 25, 2025**. Initial appointments and reappointments for full-time faculty members for the 2025-2026 academic year are effective on **August 26, 2025**, and full-time faculty members will be available for professional assignments effective on that date. This provision also applies to substitute faculty hired at the beginning of the fall 2025 semester.

A full-time faculty member whose appointment commences at the beginning of the spring 2026 semester will have one month of annual leave earned by working in the spring semester pro-rated at 50% over the months of July 2026 and August 2026. The full-time faculty member will remain on payroll during those months at 50% pay and maintain health insurance coverage during those months. This provision does not apply to substitute faculty.

Tenure, Promotion and Certificate of Continuous Employment (CCE)

All regular recommendations for tenure will be effective **September 1, 2025**. Faculty promotions and attainment of a Certificate of Continuous Employment (CCE) will be effective **August 26, 2025**. Faculty receiving tenure and promotion should have both dates recorded in CUNYfirst. Salary step increases given upon promotion are effective **August 26, 2025**.

Academic Leaves

Fellowship Leaves or Scholar Incentive Awards for the full year commence on **August 26, 2025**, and end on **August 25, 2026**. Fellowship Leaves or Scholar Incentive Awards for the fall 2025 semester begin on **August 26, 2025** and end on **January 25, 2026**. The first day of classes in the spring 2026 semester is **January 26, 2026**. An employee on a Fellowship Leave or a Scholar Incentive Award that is only for the fall 2025 semester will receive full vacation pay for the month of July 2026. The period from **August 1, 2026**, through **August 25, 2026**, will be paid at the same percentage rate of the employee's regular pay the employee received for the fall 2026 semester. Fellowship Leaves or Scholar Incentive Awards for the spring 2026 semester will commence on **January 26, 2026**, and continue through **June 30, 2026**. The month of July 2026 will be paid at the same percentage rate of the regular pay the employee received for the spring 2026 semester. The employee will receive full pay for the period **August 1, 2026**, through **August 25, 2026**.

Leaves of Absence

Leaves of absence without pay for the academic year shall commence on **August 26, 2025**, and have a terminal date of **August 25, 2026**. Leaves of absence without pay for the fall 2025 semester commence on **August 26, 2025**, and have a terminal date of **January 25, 2026**. Leaves of absence without pay for the spring 2026 semester commence on **January 26, 2026** and have a terminal date of **June 30, 2026**. Full-time faculty members with a leave of absence without pay for either the fall 2025 or the spring 2026 semester will remain on payroll through July 2026 and August 2026, but be paid for those months at 50% of their normal bi-weekly rate. These employees will maintain their health insurance benefits during the summer months. Full-time faculty with a leave of absence without pay that spans both the fall 2025 and spring 2026 semesters are not eligible for annual leave during the months of July 2026 and August 2026.

Travia Leave, Non-Reappointment and Resignations

Members of the teaching instructional staff who are on Travia Leave for the fall 2025 semester will have a terminal date of **January 25, 2026**. Members of the teaching instructional staff who are on Travia Leave for the spring 2026 semester have a terminal date of **August 25, 2026**. A full-time faculty member who resigns after the fall 2025 semester and a full-time substitute faculty member who worked the entire fall semester, but who will not be employed by the City University in the spring 2026 semester in a full-time capacity, will be on annual leave for one month after the end of the fall 2025 semester (through **February 28, 2026**). Members of the teaching instructional staff who are not reappointed or who resign after working the entire academic year shall have a terminal date of **August 25, 2026**.

Graduate Assistants

Graduate Assistant appointments and reappointments for the 2024-2025 academic year end on **August 25, 2025**. To ensure continuous service, initial appointments and reappointments for graduate assistants for the 2025-2026 academic year are effective from **August 26, 2025** to **August 25, 2026** and **August 26, 2026** to **August 24, 2027** for the 2026-2027 academic year.

Winter Session

Classes begin **January 2, 2026** and end on **January 23, 2026**. For purposes of calculating faculty workload for the fall semester, winter session is included in the fall semester.

Summer Session

Classes begin **May 28, 2026** and end on **August 19, 2026**.