# Certification Calendar

Effort must be certified three times a year

<table>
<thead>
<tr>
<th>Certification Period</th>
<th>Certification Window</th>
<th>Effort Period of Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer 2015</strong></td>
<td>September 14, 2015 – October 2, 2015</td>
<td></td>
</tr>
</tbody>
</table>
| **Fall 2015**        | January 25, 2016 – February 12, 2016 | Faculty: August 24 – December 31  
                          Staff: August 16 – December 31 |
| **Spring 2016**      | June 6, 2016 – June 24, 2016 | Faculty: January 1 – May 7  
                          Staff: January 1 – May 15 |
| **Summer 2016**      | September 19, 2016 – October 7, 2016 | Faculty: May 8 – August 23  
                          Staff: May 16 – August 15 |
| **Fall 2016**        | January 23, 2017 – February 10, 2017 | Faculty: August 24 – December 31  
                          Staff: August 16 – December 31 |
| **Spring 2017**      | June 5, 2017 – June 23, 2017 | Faculty: January 1 – May 7  
                          Staff: January 1 – May 15 |

The time during which you certify effort is called the certification window. Each certification window begins approximately three weeks after its corresponding period of performance.