

Memo

To: **All Adjunct Faculty**

From: **HUMAN RESOURCES DEPARTMENT**

Date May 21, 2018

Re: **Fall 2018 Pay Schedule**

In accordance with the CUNY Guidelines for Processing Adjunct payrolls, adjuncts will be paid on eight (8) pay dates for the Fall 2018 semester. Each paycheck will be computed at one eighth (1/8) of the total semester payment for each course submitted by the department.

Listed below are the pay check dates for the teaching adjuncts for Fall 2018.

<u>Pay Dates</u>	<u>Work Period</u>	<u>Paid</u>
09/07/18	08/27 – 09/01/18	1/8 th
09/21/18	09/02 – 09/15/18	1/8 th
10/05/18	09/16 – 09/29/18	1/8 th
10/19/18	09/30 – 10/13/18	1/8 th
11/02/18	10/14 – 10/27/18	1/8 th
11/16/18	10/28 – 11/10/18	1/8 th
11/30/18	11/11 – 11/24/18*	1/8 th
12/14/18	11/25 – 12/21/18	1/8 th

***Thanksgiving Recess: November 22 – November 25, 2018**