

Contracted Faculty of Practice – Pay Information – SPRING TERM

To initiate payment for your course we must receive a signed/acknowledged contract.

Contracted Faculty of Practice are paid on a monthly basis, on the 5th of each month. If the 5th falls on a weekend or holiday, payment is made the Friday before.

Payments begin the month after the Term of your course starts. For example, if the Term starts in January, payments begin in February. If the Term starts in March, payments begin in April, etc.

The number of payments you will receive for each course is determined by the number of months the Term of your course runs (according to the “bookend dates” set by the Registrar). For example, if the Term starts in January and ends in May, total compensation is divided into 5 payments. If the Term runs from March to May, pay is divided by 3, etc.

PAYMENT EXAMPLES for Spring Term

Term 1 runs January-March (3 months)

Compensation: \$2,472 = 3 payments of \$824 each, paid in Feb/March/April.

Term 2 runs March-May (3 months)

Compensation: \$2,472 = 3 payments of \$824 each, paid in April/May/June.

Full Term runs January-May (5 months)

Compensation: \$3,000 = 5 payments of \$600 each, paid in Feb/March/April/May/June.

PAY DATES for Spring Term 2019

February 5

March 5

April 5

May 3

June 5

Please Note:

Payments for Independent Studies, Mentorships, Internships, etc. are made following completion, by requisition from the Department Chair.