

Coppin State University
Adjunct Faculty Pay Schedule Fall 2018

CSU Fall 2018	1	2	3
CSU Fall 2018	15 Week Session	1st 7 Week Session	2nd 7 Week Session
Classes Begin - Fall 2018	Monday, August 27, 2018	Monday, August 27, 2018	Tuesday, October 23, 2018
Add, Swap, Drop, Timeline	Wednesday, September 5, 2018	Wednesday, September 5, 2018	Monday, October 22, 2018
Mid-term End	Friday, October 19, 2018	Saturday, September 22, 2018	Saturday, November 17, 2018
Classes end - Fall 2018	Saturday, December 8, 2018	Friday, October 12, 2018	Saturday, December 8, 2018
Final Grades Due - Fall 2018	Friday, December 21, 2018	Tuesday, October 23, 2018	Friday, December 21, 2018
Contracts/RTFs due in Budget Office	Tuesday, July 24, 2018	Tuesday, July 24, 2018	Friday, August 31, 2018
Paysheets due in Payroll Unit	Tuesday, July 31, 2018	Tuesday, July 31, 2018	Tuesday, September 4, 2018
ALL Contracts/RTFs due in HR Office	Tuesday, July 31, 2018	Tuesday, July 31, 2018	Monday, September 17, 2018
Contractual pay date	Wednesday, October 10, 2018	Wednesday, October 10, 2018	N/A
Contractual pay date	Wednesday, November 7, 2018	Wednesday, October 24, 2018	N/A
Contractual pay date	Wednesday, December 5, 2018	N/A	Wednesday, November 7, 2018
Contractual pay date	N/A	N/A	Wednesday, December 5, 2018

***NOTES**

Paperwork can be submitted earlier than the due date.

[Adjunct Faculty will be receiving three \(3\) payments for Fall Semester 15 week courses.](#)

The Office of Human Resources (OHR) must receive and process all paperwork before the employee's start date.

Those who miss the first pay date, will receive their first and second Fall 2018 pay on the next scheduled pay date.

Direct questions to the payroll unit of OHR: Jack Jones X1283