



Office of People, Culture, and Talent

DATE: August 17th, 2026

TO: Adjunct & Overload Instructors
Non-Instructional Certificated Employees

FROM: Vicky Remp, Interim Director of Payroll, Ext 6995

SUBJECT: **Schedule of Payroll Issue Dates for Fall 2026**

FALL 2026 PAYROLL ISSUE DATES

Pay Period	Issue Date
08/01/26 – 08/31/26	09/04/26
09/01/26 – 09/30/26	10/05/26
10/01/26 – 10/31/26	11/05/26
11/01/26 – 11/30/26	12/04/26
12/01/26 – 12/31/26	01/05/26

Adjunct/Overload Instructors:

Full Term Classes: Taught Fall 2026 from 08/17/26 to 12/05/26

- Instructors will be paid in five (5) equal payments.

Short Term Classes: payment(s) are made according to number of pay period(s) worked.

- **Example 1:** Classes taught 09/02/26 – 09/30/26 (one pay period):
You will receive one (1) payment with an issue date of 10/05/26.
- **Example 2:** Classes taught 08/17/26– 10/9/26 (three pay periods):
You will receive three (3) equal payments: one payment on issue date 09/04/26, the second on issue date 10/05/26, and the third on issue date 11/05/26.

Non-Instructional Certificated Employees:

Library, Learning Center, Counseling Only (*excludes Coaching positions*)

Paid for the number of hours worked within a given pay period as reported to Payroll on the Non-Instructional Web Time Sheets.

Questions?

Adjunct & Overload Payroll Specialists:

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