

# Memo

**To: All Adjunct Faculty**  
**From: Human Resources Department**  
**Date: August 8, 2024**  
**Re: Winter 2025 Pay Schedule**

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In accordance with the Academic Calendar and CUNY Guidelines for Processing Adjuncts Payroll, Winter Session 2025 begins on Monday, January 2, 2025 and ends on Monday, January 23, 2025. Adjuncts will be paid two (2) pay dates for the 2025 Winter Session. Each paycheck will be computed at one half (1/2) of the total semester payment for each course submitted by the department.

Listed below are the pay check dates for the teaching adjuncts for Winter Session 2025.

<u>Pay Dates</u>	<u>Paid</u>
01/17/2025	1 / 2 of the total semester payment
01/31/2025	1 / 2 of the total semester payment

**\*Winter Session: January 2 – January 23, 2025**

**\*\* Final Exams: January 23, 2025**