

Schoolcraft College
Full-Time Faculty Members
Election of Pay Schedule

Faculty Member's Name: _____

ID Number: _____

Number of Pays Requesting: 18 26

Signature: _____

Date: _____

Faculty Forum Contract, Article XIII, Section 2, B.
Full-Time Compensation – Fall and Winter Semester Contracts. Full-time members employed for the Fall and Winter Semesters will be paid in eighteen (18) equal installments. A faculty member may request payment in twenty-six (26) equal installments. Such requests must be in the Human Resources Department no later than two weeks before the first scheduled pay date of the Fall Semester. Once an option is approved it shall be continued for an annual period.

This choice will continue unless an updated form is received in Human Resources.