



## Contract Instructor Payment Request Schedule JULY 2023 - JANUARY 2024

MONTH	REQUEST DEADLINE	PAYMENT DATE	NOTE
June	6/19/2023	7/6/2023	
July	7/3/2023	7/20/2023	
	7/17/2023	8/3/2023	
	7/31/2023	8/17/2023	
August	8/14/2023	8/31/2023	
	8/28/2023	9/14/2023	*Labor Day
September	9/11/2023	9/28/2023	
	9/25/2023	10/12/2023	
October	10/9/2023	10/26/2023	
	10/23/2023	11/9/2023	
November	11/6/2023	11/22/23*	*Thanksgiving Day
	11/20/2023	12/7/2023	
December	12/4/2023	12/21/2023	
	12/18/2023	1/4/2024	*Christmas Day
January	1/1/2024	1/18/2024	

*PAYMENTS WILL BE DISTRIBUTED ON THURSDAY AFTER 3 P.M. ON A BI-WEEKLY BASIS. PAYMENTS RECEIVED AFTER THE DEADLINE AT 5:00 P.M. WILL BE PROCESSED IN THE NEXT PAYMENT CYCLE.*