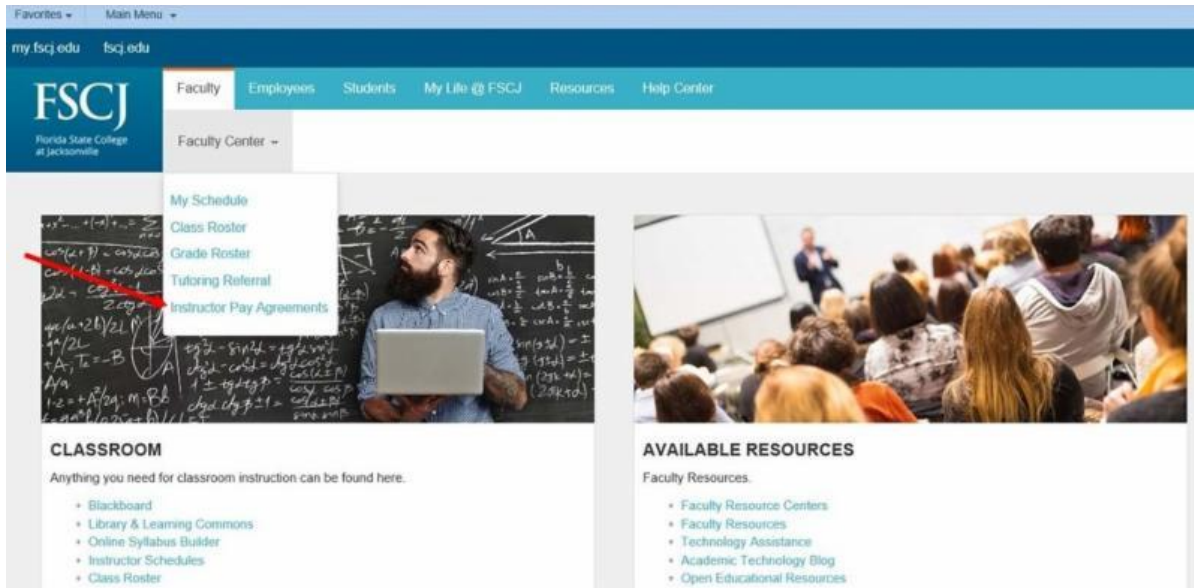


The digital pay agreements for adjuncts and full time faculty teaching extra load are available in the Faculty Center in **myFSCJ**. A digital pay agreement will populate when you are assigned as the professor of a class in one of the above conditions and will shift to "Approved" once the course administrator has approved the course. If you have any questions please reach out to the appropriate course administrator.



The digital pay agreements have a great deal of information about each class. An example screenshot is provided below as well as a link that describes the contents in each column.

Description	Session	Class Section	Class Mbr	Comment	Start Date	End Date	Enrollment	Assignment	Workload	Pay Code	Pay Code Descr	Total Amount	Check Amount	Number of	Month for	Contract	Approved By			
MANAGERIAL ACCT	ACG	2071	100096	DEERWOOD	Regular	3	2105	01/09/2018	05/01/2018	29	WLU ADJ	3.00	WA	PBCWLU NONCERT APPSVIADPSAV	2,916.00	403.20	5	2	Approved	Annelle Williams Barneau
FINANCIAL ACTG	ACG	2021	100096	ATC	B12	6	1191	01/09/2018	05/01/2018	0	WLU ADJ	3.00	VIA	PBCWLU NONCERT APPSVIADPSAV	2,916.00	504.00	4	3	Needs Approval	Annelle Williams Barneau

For an explanation of terms used in the digital pay agreement, please click below.

[Explanation of terms](#)