

Mississippi Delta Community College
Contract Addendum Form
(Credit Hour Production)

(Contract Addendum forms are incorporated within the employee's sole contract of employment. Payments are not eligible to be spread over a twelve-month period; however, payment will be generated in accordance with scheduled payroll processing.)

Date Submitted:	Term/Year:	Board Approval for Month of:
Name:	D Number: D	Department:
Start Date:	End Date:	Circle one: FT / PT / Adjunct / DE / Special Prj.

▪ **Class rosters for each course must be attached.**

CRN; Course Prefix and # w/section	Days	Time (start and end time of course)	# of Credit Hours (determines load)	# of Contact Hours (for Science/BOT Instructors only)	Campus	# of Students Enrolled	R, O, or E Hours*
Totals							

* (R) Regular Hours, (O) Overload Hours, (E) eLearning Hours

For Office Use Only:

Regulars Hours (Traditional Classes)		eLearning Hours	
	Total Regular Credit Hours (determined by contract)		Total eLearning Contact Hours
	Total Regular Contact Hours (for Science/BOT Instructors only)		Total eLearning Contact Hours (for Science/BOT Instructors only)
	Total Regular Overload Hours (Contact Hours/Credit Hours)		
	Per Regular Overload Hour		Total to be paid (calculated by eLearning)
	Total to be Paid for Regular Overload Hours		

Approved By:

Employee:	Date:
Department Chair:	Date:
Vice President of Instruction:	Date:
President:	Date: