Adjunct Appointment Timeline – Summer and Fall 2026

Note: Reappointments will be preloaded into eAppointments for all adjuncts scheduled in CUNYfirst (excluding full-time overloads). Reappointments that are not preloaded into eAppointments need to be entered manually.

L = Department Deadline

March 13th — HRS makes available list of Adjuncts eligible for **Fall 2026** reappointments

April 6th — eAppointments system opens for Summer 2026

May 1st **L** — Last day to upload completed **Summer 2026** *new hire packets* and workload forms to [Dropbox](#) for processing prior to first payroll. Late appointments may miss the first payroll.

May 4th **L** — Deadline to submit reappointment/non-reappointment list to HRS to meet the contractual notification deadline

May 29th — Last day for HRS to send reappointment and non-reappointment letters to adjuncts

June 8th — eAppointments system opens for Fall 2026

August 3rd **L** — Last day to upload completed **Fall 2026** *new hire packets*, workload form and 210 forms to [Dropbox](#) for processing prior to first payroll. Late appointments may miss the first payroll.

August 17th **L** — Last day to notify HRS about adjunct offer withdrawals due to low enrollment

[CUNY Dropbox Tutorial](#)

Questions? Contact Guadalupe Leal or Debra Quashie