

FAQ s for the Independent Contractor Determination Process

When does an ICD checklist need to be completed? Where is the ICD checklist located?

An [ICD Checklist](#) should be submitted whenever you want to engage an individual, sole proprietor,

Can adjunct faculty be paid as an independent contractor?

No, an individual who is the primary instructor teaching credit bearing courses cannot be paid as an independent contractor.

What are the options if the individual is not classified as an independent contractor?

The individual will be classified as a temporary employee paid through Kelly Services or limit