

SLU POLICY ON 12 MONTH ABSENCE FROM WORK

The St. Lawrence University policy on absence from work says that employment ends when an employee is not at work for twelve months, regardless of reason. Extenuating personal and medical situations will be taken into consideration, particularly as documented by health professionals.

Twelve months of absence can be an aggregate of absences over a 15 month interval when periods of at-work time were no longer than 10 work days.

Employees who will be absent from work for any reason should keep supervisors and the Human Resources Office informed about plans regarding employment with St. Lawrence.

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1.5.07, confirmed 8.19.08