

# Education Support Leave

## CITATION REFERENCE

|                    |                                   |
|--------------------|-----------------------------------|
| OFFICIAL TITLE     | POLICY ON EDUCATION SUPPORT LEAVE |
| VOLUME             | HUMAN RESOURCES                   |
| RESPONSIBLE OFFICE | USG HUMAN RESOURCES OFFICE        |
| ORIGINALLY ISSUED  | JULY 1, 2015                      |
| REVISED            | OCTOBER 2015                      |

## Policy Statement

To supplement work-life balance options for University System of Georgia employees, full-time, regular employee of the USG shall be eligible for up to eight hours of paid leave per calendar year for the purpose of promoting education in this state as authorized by O.C.G.A. 452032. Only activities directly related to student retention and academic support will qualify for education support leave. Education support leave is not charged against any other leave. Education support leave does not accumulate or roll over and is not paid upon change of employment status.

This policy ensures consistent application of Education Support Leave with pay at individual institutions.

## Applicability

All units of the University System of Georgia are covered by this policy.

## Who Should Read This Policy

All employees within the University System of Georgia should be aware of this policy.

## Definitions

None



