

EDUCATIONAL LEAVE – SUMMARY OF REVISIONS

09-24-26 (Effective October 1, 2026)	Policy repealed and replaced with the Employee Leave Options policy.
10-6-16	Defined Education Leave with Pay and Extended Education Leave Requirements.
6-1-03	Corrected reference from Educational Leave Policy to Academic Assistance Policy.
1-1-79	Revised to show title change of the “Education Leave and Tuition Refund Program” to “Educational Assistance Program.”
12-15-69	When going on leave without pay for educational purposes, annual leave may be exhausted, paid in a lump sum or retained for future use.
3-1-67	Employees may be granted leave with pay for additional training in a job-related course during working hours - one such course during the semester or quarter.