UNDERSTANDING YOUR LEAVE BENEFITS.

As we prepare for the fall season, we want to remind UNT World employees of the leave benefits available to them should they have a need to use leave. As a reminder, it is critical for employees and supervisors to have open lines of communication regarding absences and taking time off. Different leave options have different approval requirements and documentation requirements. Working together will help keep everyone compliant. Below is a list of common leave types available to faculty and staff who work at least 20 hours per week in a salaried position. For a comprehensive list please visit the Human Resources Leave website.

**Sick Leave** – Sick Leave is paid time off from work for health-related purposes (including mental health). [Sick Leave Policy]

**Sick Leave Pool** – Sick leave pool is a program that assists employees who have exhausted all other Leave due to a catastrophic illness or injury to themselves or an immediate family member. Sick leave pool provides a maximum lifetime benefit of 720 hours. [Sick Leave Pool Policy]
Sick Leave Donation – Sick leave donation is a program that allows all eligible employees to transfer sick leave hours voluntarily to another eligible employee within the same agency. Sick Leave Donation Policy

Emergency Leave – includes bereavement time for the death in a family. An employee is granted Leave not to exceed three (3) days.

Administrative Leave – is granted as a reward for outstanding performance up to a maximum of 32 hours each fiscal year. Administrative Leave does not roll forward.

Medical and Mental Health Care Leave for Veterans Medical and Mental Health Care Leave – provides paid time off for eligible employees who are veterans and eligible for health benefits under a program administered by the Veterans Health Administration of the United States Department of Veterans Affairs (VA). Miscellaneous Leave with Pay

Vacation Leave – Vacation leave is paid time off for personal use. Vacation Leave Policy

Jury and Witness Duty - Used when an employee is summoned to jury duty or witness duty without loss of pay. Miscellaneous Leave with Pay

Time off for Voting – To provide faculty and staff members a reasonable period of time off during the regular workday for voting on an official election day. Miscellaneous Leave with Pay

Compensatory Leave and Overtime – Once accrued becomes paid time off for personal use. Compensatory Leave and Overtime Policy

Unpaid Leave – Family and Medical Leave Act (FMLA) – if qualified, entitles eligible employees to take up to 12 weeks of unpaid, job-protected Leave for specified family and medical reasons during a 12 month rolling year period. Family and Medical Leave Policy
FY2020 UNT System Campuses Year-End Processing Calendar
The following deadlines apply to all University accounts. Please note that grant accounts are subject to the deadlines below. The Controller group recognizes certain grants may be multi-year grants or have a fiscal year that does not coincide with the University’s fiscal year; however, year-end audit requirements mandate that the University report all of its activity, including grants, on an August 31 basis.

READ MORE

It's Time to Make Your Summer Enrollment Changes
Summer Enrollment ends soon! Have you made your changes? UNT Dallas, UNTHSC and UNT System Summer Enrollment ends July 18.

READ MORE

The Two Voluntary Savings Options You Should Know About
We have great benefits as part of our UNT World employment, including retirement plans. But did you know that you also have two voluntary savings options that you can participate in easily via paycheck deduction and 1) build retirement income while 2) lowering your tax burden and increasing your in-pocket income?

READ MORE
WEBINAR: "Lifetime Income"
July 16 at 2 p.m. - CLICK FOR DETAILS

WEBINAR: "Fort Worth, Tell Us What You're Reading"
July 17 at 5:30 p.m. - CLICK FOR DETAILS

WEBINAR: "Mental Health Awareness"
July 20 at 9 a.m. - CLICK FOR DETAILS

WEBINAR: "Suicide Prevention Workshop"
July 20 at 2 p.m. - CLICK FOR DETAILS

WEBINAR: "Market Volatility"
July 22 at 11 a.m. - CLICK FOR DETAILS

WEBINAR: "Never Has Physical Activity Been More Important"
July 23 at 10 a.m. - CLICK FOR DETAILS

WEBINAR: "Naturally Slim"
July 23 at 11 a.m. - CLICK FOR DETAILS

WEBINAR: "Fort Worth, Tell Us What You're Reading"
July 24 at 5:30 p.m. - CLICK FOR DETAILS

WEBINAR: "Inclusivity, Respect and Diversity"
July 28 at 9 a.m. - CLICK FOR DETAILS
WEBINAR: "Pre & Post Workout Nutrition"
July 30 at 10 a.m. - CLICK FOR DETAILS

WEBINAR: "Pre & Post Workout Nutrition"
July 30 at 12 p.m. - CLICK FOR DETAILS

WEBINAR: "Fort Worth, Tell Us What You're Reading"
July 31 at 5:30 p.m. - CLICK FOR DETAILS

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Campus News.

Click logos for the latest news from our member institutions