



Leave – Sick (6.22.10)

PURPOSE

It is the policy of Tennessee State University to protect all regular full-time and part-time employees against loss of earnings due to illness, injury, or incapacity to work including illness or incapacity to work due to pregnancy, and to provide the time off to employees in the event of illness or death of certain family members.

POLICY

Please refer to [TBR Policy 5:01:01:07, Sick Leave](#), for the most recent information.

PROCEDURES

Regular full-time personnel and full-time academic personnel, whether employed on a twelve-month or nine-month service basis, shall accrue sick leave at the rate of 7.5 hours (1 day) for each month of actual service. Under no circumstances may a regular full-time employee earn more than 90 hours (12 days) of sick leave per year.

REFERENCE

[TBR Policy 5:01:01:07](#)

Updated 7/2014