

**ARIZONA BOARD OF REGENTS  
POLICY MANUAL**

6-809      Compassionate Transfer of Leave

Revision Dates

6/15/2012, 11/28/1995, 10/29/1993, 2/16/1990 (adopted)

Each University and the System office shall establish policies and procedures by which employees may voluntarily transfer a portion of their accrued vacation leave hours to other employees who are eligible to accrue vacation and who are unable to work due to a serious or life threatening illness or injury affecting the employee or a member of the employee's immediate family.

Each University and the System office shall establish policies and procedures that define "serious or life threatening illness," address eligibility requirements including length of service with the university, provide for a maximum number of transferable hours, and address whether employees can return on a part time basis and still receive compassionate transfer hours.

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Policy History

- 2/16/1990      Approved by the Board on second reading.
- 10/29/1993    Policy revision approved by the Board on second reading.
- 11/28/1995    Policy revision approved by the Board on second reading.
- 6/15/2012      Policy revision approved by the Board on second reading.

Related Information