

Military Leave

All full-time employees and Schedule H employees are eligible for paid military leave in accordance with applicable state and federal law per calendar year in the event of being called to active duty. During the period of paid military leave, the respective employee shall continue to accrue all employment benefits, including sick and annual or personal leave, as well as paid medical insurance benefits. Once available paid military leave is exhausted, the employee may take available annual or personal leave and continue to receive all employment benefits. (Code of Alabama, § 31-2-13.6)

On receipt of military orders, the employee will submit a leave request with a copy of the military orders to the college.