

Military Family Leave ^[1]

The information on this page applies to CU System employees only.

Please consult the appropriate HR website for your campus:

- CU Boulder ^[2]
- CU Denver/Anschutz ^[3]
- ?UCCS ^[4]

There are two types of Military Family Leave:

1. **Injured Service Member Leave:** Eligible employees are entitled to up to a total of 26 work weeks of leave during a 12-month period to care for an injured covered service member who is the employee's spouse, civil union partner, domestic partner, parent, child or relative for whom the employee is the "next of kin." This leave is based on a single 12-month period and begins with the first day the employee takes leave. This leave is applied on a per-covered-service member, per-injury basis. Regardless of the type of family medical leave, employees are entitled to no more than 26 weeks in a single 12-month period.
2. **Qualifying Exigency Leave:** Eligible employees may take up to a total of 12 weeks of leave while the employee's spouse, son, daughter or parent (covered military member) is on active duty or called to active duty status due to a qualifying exigency.

Certification of Qualifying Exigency for Military Family Leave

For qualifying exigency leave, you should submit the Certification of Qualifying Exigency for Military Family Leave ^[5] form to your supervisor before leave begins.

Your supervisor may ask for copies of the military member's duty orders or other military documentation, facts regarding the exigency, dates of the military member's active duty service and date the exigency's end date.

If your request for exigency leave is for an intermittent/reduced leave schedule, you may be asked to give beginning and ending dates, as well as an estimate of the frequency or duration of the qualifying exigency. If you are meeting with a third party (i.e. to arrange for childcare or make financial arrangements), you must supply detailed information about the third party and nature of meeting so your supervisor can verify need for leave.

Certification for Serious Injury or Illness of Covered Service member for Military Family Leave

For leave to care for an injured service member, you should submit a Certification for Serious Injury or Illness of Covered Service member for Military Family Leave ^[6] completed by the service member's healthcare provider to your supervisor before leave begins. Your supervisor may obtain details about the service member's medical condition, such as whether the injury occurred in the line of duty, when it occurred, its probable duration, and the amount of the time the service member will require care. You may be required to provide confirmation of your relationship to the injured or ill service member.

Groups audience:
Employee Services

Source URL:<https://www.cu.edu/employee-services/military-family-leave>

Links

[1] <https://www.cu.edu/employee-services/military-family-leave> [2] <https://www.colorado.edu/hr/>
[3] <http://www.ucdenver.edu/about/departments/HR/Pages/default.aspx> [4] <https://www.uccs.edu/hr/>
[5] <https://www.cu.edu/docs/certification-qualifying-exigency-military-leave>
[6] <https://www.cu.edu/docs/serious-injury-or-illness-current-service-member-family-leave-form>