Published on *University of Colorado* (https://www.cu.edu)



# What you need to know to take paid parental leave [1]

August 12, 2018 by Employee and Information Services [2]

As of July 1, the University of Colorado guarantees eligible employees paid parental leave upon the birth, adoption or fostering of a child.

Each campus follows specific guidelines. Learn more about the procedures set by your campus below:

## Who does this apply to?

Qualified University of Colorado research and 12-month faculty and university staff are eligible for paid parental leave. These employees must have worked for 12 consecutive months in a 50 percent or greater appointment prior to the child's arrival to qualify.

Parental leave for nine-month faculty and classified staff remains the same.

## Do I have to take all four weeks at once?

Each campus has different policies about how employees may take their leave:

- CU Boulder – Block and occurrence of leave is based on supervisor discretion
- UCCS – Leave can be taken in a four-week block or in one-week increments
- CU Denver l Anschutz Medical Campus – Leave must be taken in a full block of four weeks
- CU system – Leave must be taken in a full block of four weeks

## How much paid leave do parents receive?

UCCS, CU Denver l Anschutz Medical Campus and CU system provide four weeks (160 hours) of paid parental leave.

CU Boulder employees receive an additional 80 hours, totaling 240 hours of paid parental leave per employee.

## Where can faculty and staff find the policy for their campus?

Campus-specific policy can be found on the corresponding Human Resources office website:

- CU Boulder [3]
- UCCS [4]
- CU Denver l Anschutz Medical Campus [5]
- CU system [6]

University-wide policy and campus-specific policies can be found on the Office of Policy and Efficiency's website [7].

## How do employees request the benefit?

Employees can contact their campus Human Resources office:

- CU Boulder: [8] 303-492-6475, option 0
- UCCS: [9] 719-255-3372 or email HR at hrhelp@uccs.edu [10]
- CU Denver l Anschutz Medical Campus [11]: Email HR.ParentalLeave@ucdenver.edu [12].
- CU system [6]: 303-860-4200, option 0 or email systemhr@cu.edu [13]

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