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

Bereavement Leave [1]

If you experience a personal loss, take some time away from work.

Employee types listed here are eligible to receive bereavement leave.

- University Staff
- 12-Month Faculty
- Classified Staff

You may receive up to five days of paid leave to arrange for and attend an immediate family member's funeral and handle related affairs.

Immediate family members include: spouse, children, parents, grandparents, grandchildren, brothers, sisters, mothers-in-law, fathers-in-law, sisters-in-law, brothers-in-law, sons-in-law, and daughters-in-law, and anyone else who belongs to your established household.

Note: Your supervisor may allow you to take five paid working days of funeral leave for an equally significant other person not included in this definition.

While all employees may use sick leave for bereavement purposes, university staff can exhaust bereavement leave allocation prior to using sick leave.

You may receive up to five days of paid leave to arrange for and attend an immediate family member's funeral and handle related affairs.

Immediate family members include: spouse, children, parents, grandparents, grandchildren, brothers, sisters, mothers-in-law, fathers-in-law, sisters-in-law, brothers-in-law, sons-in-law, and daughters-in-law, and anyone else who belongs to your established household.

Note: Your supervisor may allow you to take five paid working days of funeral leave for an equally significant other person not included in this definition.

While all employees may use sick leave for bereavement purposes, faculty on 12-month appointments can exhaust bereavement leave allocation prior to using sick leave.

You may receive paid leave of up to 40 hours (prorated for part-time work or unpaid leave in the month) to permanent employees at the time of death of a family member or other person. Employees are responsible for requesting the amount of leave needed. Verification of the

death may be required.

Groups audience:
Employee Services
Right Sidebar:
ES: Payroll Contact

Source URL:https://www.cu.edu/employee-services/leave/other-types-leave/bereavement-leave

Links
[1] https://www.cu.edu/employee-services/leave/other-types-leave/bereavement-leave