

## **Military Leave** <sup>[1]</sup>

### **When receiving military orders, employees may utilize military leave.**

Employee types listed here are eligible to receive military leave.

- University Staff
- 12-month Faculty

CU may grant paid military leave to university staff members.

#### **Reservist or National Guard**

Upon presentation of military orders, university staff is granted up to 21 days of paid leave each fiscal year to attend training and/or active duty service ordered. This leave is not charged to vacation leave.

If military service exceeds 21 days, vacation leave may be utilized. Once the employee exhausts vacation leave or chooses not to utilize vacation time, the employee will be placed on military leave without pay.

An employee on military leave continues to accrue vacation and sick leave.

#### **Active Duty**

If an employee is called to active duty, employees may receive differential pay equal to the difference between the employee's university monthly pay and the sum of the monthly military pay and allowances at the discretion of the department head for 90 days. This may apply after exhaustion of the 21-day paid military leave.

This differential pay does not apply to regular military obligations such as annual encampment and training.

University staff who voluntarily enter military service are granted military leave without pay until the end of the service, plus any additional service imposed by law.

CU may grant paid military leave to 12-month faculty members.

#### **Reservist or National Guard**

Upon presentation of military orders, 12-month faculty members are granted up to 21 days of paid leave each fiscal year to attend training and/or active-duty service ordered. This leave is not charged to vacation leave.

If military service exceeds 21 days, vacation leave may be utilized. Once the employee exhausts vacation leave or chooses not to utilize vacation time, the employee will be placed on military leave without pay.

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This differential pay does not apply to regular military obligations such as annual encampment and training.

12-month faculty members who voluntarily enter military service are granted military leave without pay until the end of the service, plus any additional service imposed by law.

### **Groups audience:**

Employee Services

### **Right Sidebar:**

ES: Payroll Contact

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

### **Links**

[1] <https://www.cu.edu/employee-services/leave/other-types-leave/military-leave>