

HORRY-GEORGETOWN TECHNICAL COLLEGE

POLICY

Number: 3.3.9
Title: Family and Medical Leave Act
Authority: Title 59, Chapter 53, Sections 810-860 of the
1976 Code of Laws of South Carolina, as Amended.
Responsibility: Vice President, Human Resources and Employee Relations

Original Approval Date: 08-12-1994
Last Cabinet Review: 07-25-2017
Last Revision: 07-25-2017

Chairperson

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

It shall be the policy of Horry-Georgetown Technical College to implement the Family and Medical Leave Act. The Family and Medical Leave of 1993 (FMLA) allows the College to grant eligible employees up to 12 weeks of unpaid leave or accrued paid leave in any calendar year, to run concurrently with sick leave. This leave is to be granted for certain family and medical reasons. Employees are eligible if they have worked for the College for at least one year or for 1,250 hours over the previous 12 months.