Family Medical Leave Policy

Under CSU’s Family Medical (FM) Leave Policy, any graduate student who has been employed for at least twelve (12) months is eligible for unpaid leave (up to 12 weeks) for any one (1) or a combination of the following reasons:

A. The birth of a son or daughter, and to care for the newborn child (leave must be completed within twelve (12) months of the date of birth).

B. The placement of a son or daughter for adoption or foster care with the employee and to care for the newly placed child (leave must be completed within twelve (12) months of the date of placement).

C. To care for a spouse, son, daughter, or parent with a serious health condition.

D. Because of a serious health condition which causes the employee to be unable to perform one or more of the essential functions of his or her position.

Refer to http://www.facultycouncil.colostate.edu/files/manual/appendic.htm, Appendix 3 for further details regarding the University’s Family Medical Leave Policy.

The Mathematics Department may provide for such FM leave to be paid for students who are in good standing in the graduate program in mathematics and who have not yet defended their thesis or dissertation. In keeping with University policy regarding FM Leave, graduate students must submit requests for paid FM leave in writing, using the Mathematics Graduate Student Paid FM Leave Request Form.

Such requests should be submitted to Bryan Elder in the Main Office of the Mathematics Department, preferably thirty (30) days prior to the requested start date, to allow the Department the maximum opportunity to provide for coverage of responsibilities.

A physician's statement is required for any absence from work of more than three consecutive work days due to a serious health condition which causes the employee to be unable to perform one or more of the essential functions of his or her position.

Students who qualify for paid FM leave will be paid at their normal rate during the approved leave period.

Questions regarding this policy or how to apply should be directed to:

- Bryan Elder - 491-7925, elder@math.colostate.edu
- Jennifer Mueller - 491-7417, mueller@math.colostate.edu