

## **BREAK IN SERVICE**

### **I. SCOPE**

All employees.

### **II. PURPOSE**

To define what constitutes a break in service for the purpose of allocating benefits based on seniority. This policy does not apply to the retirement benefits as defined in the University retirement plan document.

### **II. POLICY**

If an employee returns to the University after a period of employment elsewhere of no more than five (5) years, all prior years of service will be credited toward seniority.

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