

Vacation Accrual Schedule**

Regular Employees' Continuous Court Service	Full-time Accrual per Pay Period**	Full Time Annual Accrual	Maximum Allowable Accrual
Budget Units 50, 55 & 56*			
0-2 years (0-24 mo)	.0463 hrs x 80 = 3.7 hrs	12 days / 96 hours	288 hours
3-4 years (25-48 mo)	.0616 hrs x 80 = 4.92 hrs	16 days / 128 hours	288 hours
5-10 years (49-120 mo)	.0731 hrs x 80 = 5.84 hrs	19 days / 152 hours	360 hours
11-14 years (121-168 mo)	.0847 hrs x 80 = 6.77 hrs	22 days / 176 hours	390 hours
15+ years (169+ mo)	.0962 hrs x 80 = 7.69 hrs	25 days / 200 hours	420 hours
Budget Units 41, 42, 43, 52 & 54*			
0-2 years (0-24 mo)	.0463 hrs x 80 = 3.7 hrs	12 days / 96 hours	368 hours
3-4 years (25-48 mo)	.0616 hrs x 80 = 4.92 hrs	16 days / 128 hours	368 hours
5-10 years (49-120 mo)	.0731 hrs x 80 = 5.84 hrs	19 days / 152 hours	440 hours
11-14 years (121-168 mo)	.0847 hrs x 80 = 6.77 hrs	22 days / 176 hours	470 hours
15+ years (169+ mo)	.0962 hrs x 80 = 7.69 hrs	25 days / 200 hours	500 hours

Sick Accrual Schedule**

Eligibility	Full-time Accrual per Pay Period**	Full Time Annual Accrual	Maximum Allowable Accrual
All Regular Employees	.0463 hrs x 80 = 3.7 hrs	12 days / 96 hours	Unlimited

* If you have a question regarding your Budget Unit, please contact HR.

** Vacation & sick leave is based on the number of hours paid. Part-time employees will earn leave based on the number of hours worked. Only Regular employees are eligible to earn vacation and sick accruals.