

## Graduate Students -NY State Sick Leave Law (NYSSL) Summary

<b>Overview</b>	<p>Beginning January 1, 2021, the New York State Sick Leave Law requires employers with 100 or more employees to provide protected, paid sick time, of no less than 1 hour for every 30 hours worked up to 56 hours per year to all employees.</p> <p>Policy 337(link) provides details regarding eligibility and procedures related to sick leave entitlement under the NY State Sick Leave Law.</p>
<b>Graduate Student Eligibility</b>	<p>Grad students in the following jobs will be eligible for Sick Leave under the new regulations: 6004-Add-On Grad Asst., 6006-Add-On Teaching Asst., 6005- Add-On Grad Asst.-Visiting.</p> <p>Grad Students with multiple hourly paid jobs that include Graduate ‘add-on’ jobs will be eligible to earn sick time on all hours worked across all graduate ‘add-on’ jobs</p> <p>Grad Students with multiple hourly paid jobs that include Graduate ‘add-on’ jobs and jobs through Student Employment will be eligible to earn sick time on all hours worked across all grad-add-on and student employment jobs.</p> <p>Grad Students paid a salary for TA assignments who also has an hourly paid job will not earn additional sick time for their hourly paid job, but sick time can be used on the hourly paid job as needed.</p> <p>Graduate appointments paid as a stipend as part of a student’s academic pursuits are not considered employment relationships and sick time is not applicable to these appointments.</p>
<b>Sick-time Use</b>	<p>Sick time may be used to address illness, injury, medical care or to take care of issues related to domestic violence for one’s self or a qualified family member.</p> <p>Qualified family member includes; child, spouse/domestic partner, parent, sibling, grandchild/parent and child or parent of the employee’s spouse/domestic partner. Child or parent relationships include: biological, foster, step/adoptive, legal guardian/ward and loco parentis.</p>
<b>Reporting</b>	<p>Grad Students must follow departmental procedures for reporting scheduled or unscheduled sick time.</p> <p>Sick time must be logged into the HRMS time and labor panel when Grad Student is unable to work his or her scheduled hours using the ‘SIC’ code for hourly paid jobs and ‘SIK’ for salary paid jobs. (link to instructions)</p> <p>A report will be available in HRMS self service (path way) to show sick time hours earned and used.</p> <p>Sick time (if available) should be used for the first seven calendar days of a disability or work-related injury/illness (workers compensation) and may be used to supplement time while on Paid Family Leave or Workers Compensation.</p>
<b>Termination or Transfer</b>	<p>When a Grad student ends employment, sick time balances will not be paid out.</p> <p>If a Grad student ends their student job and is hired into another eligible position (Faculty, Staff, Postdoctoral Appointment, Resident/Fellows) without a break in employment, the sick time balance will roll into the new sick plan for that position.</p>
<b>Academic Leave</b>	<p>Grad students who are considering a leave should also discuss the availability of other academic leave options with an Academic Advisors in the College Center for Advising Services, Lattimore 312.</p>