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About / Contact(https://www.rochester.edu/policies/about/)

HOME (HTTPS://WWW.ROCHESTER.EDU/POLICIES/)

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HUMAN RESOURCES (HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-

AREA%5D=166)

EMPLOYMENT & STAFFING (HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-

AREA%5D=206)

PROBATIONARY PERIOD

POLICY

Probationary Period

LAST

REVISED

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2024

This policy applies to: All staff in nonexempt hourly paid job classifications. (Individuals represented by collective bargaining agreements receive benefits in accordance with those agreements.)

Table of Contents

I. POLICY

II. GUIDELINES

A. LENGTH OF THE PROBATIONARY
PERIOD

B. EXTENSIONS

C. PERFORMANCE EVALUATION AND PAY INCREASES

D. TRANSFER

III. PROCEDURES

I. Policy

The purpose of the probationary period is to provide supervisors the opportunity to evaluate a new or transferred employee's ability to acclimate to the organization's culture, to assess general working habits (punctuality, attendance, working relationships, etc.), and to evaluate the employee's ability to meet performance standards. All staff who are newly hired or have transferred from another position within the

ABOUT THIS POLICY

Policy Number

169

Policy Group

Human Resources

Issuing Authority

Human Resources

Responsible Officer

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RELATED POLICIES

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performance-evaluation/)

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promotions/)

Corrective Discipline

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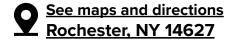
<u>u/policies/policy/</u>

corrective-discipline/)

POLICY KEYWORDS

Conduct

(https://www.rochester.edu)



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