



BOWLING GREEN STATE UNIVERSITY

Office of Human Resources

ADMINISTRATIVE STAFF PRIOR STATE SERVICE ELIGIBILITY

SUBJECT: Accrual of Sick Leave Eligibility Based on Prior Service as an employee of the State of Ohio

Regular full-time administrative employees earn sick leave during their years of service with the state government. For purposes of determining unused sick leave accruals, employment with any of the following state agencies shall be counted as qualifying service:

- A. State departments, bureaus, boards and commissions.
B. State supported universities, community colleges and technical institutions.
C. Boards of county commissioners or other county offices, departments, including county homes and hospitals.
D. Cities, villages and townships.
E. School districts.
F. Health districts.
G. Public libraries.
H. Special purpose districts established pursuant to the law, such as conservancy and park districts.
I. Special authorities established pursuant to state law; for example housing, transportation, port and airport authorities.
J. Retirement Systems, Bridge Commission, Ohio Turnpike Commission and Ohio Historical Society.
K. Ohio National Guard.

To assist in determining the unused sick leave that may be transferred to Bowling Green State University, please indicate below prior service you have had with an agency listed above.

Table with 4 columns: Dates of Service, Agency, Position Title, Name used at prior agency, if different. Includes horizontal lines for data entry.

\_\_\_\_\_ Please check if you have no prior service in any of the agencies listed above.

Employee Signature Employee ID Date