

2025 Managerial & Professional Group Vacation Entitlements by Calendar Years of Service

The vacation entitlements for the M&P employee group is outlined below. Information for other staff employee groups are noted in collective agreements. The "Year of Hire" is generally the same as the employee's hire date in their first full-time position but may differ. The monthly vacation accruals for staff employee groups are recorded in hours in UWinsite People.

Note: Vacation entitlements may have been negotiated as part of the terms of an employee's employment agreement that may differ from standard entitlements outlined in this vacation entitlement chart. In these cases, the individual employment agreement/letter overrides the entitlement outlined in the chart until the employee reaches vacation entitlement based on their year of service date, which exceeds the employee's starting entitlement.

| Calendar Years of Service Completed | Year of Hire | Vacation Entitlement-Days | Vacation Entitlement-Hours Based on a 35-hour work week | Monthly Accrual Rate-Hours May be +/- .01 for rounding |
|--|--------------|---------------------------|---|--|
| Less than one calendar year of service | 2025 | Based on number of months | Based on number of months | 8.75 |
| 1 to 6 calendar years | 2024-2019 | 15 | 105 | 8.75 |
| 7 to 14 calendar years | 2018-2011 | 20 | 140 | 11.67 |
| 15 to 19 calendar years | 2010 | 25 | 175 | 14.59 |
| 20 calendar years | 2005 | 26 | 182 | 15.17 |
| 21 calendar years | 2004 | 27 | 189 | 15.75 |
| 22 calendar year | 2003 | 28 | 196 | 16.34 |
| 23 calendar years | 2002 | 29 | 203 | 16.92 |
| 24+ calendar years | 2001 | 30 | 210 | 17.50 |