

Managerial & Professional Group Vacation Entitlements by 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 "Years of Service Date" 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.

Years of Service	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 full year Note: An additional 35 hours will be added on the 1st year anniversary date	Based on number of months	Based on number of months	5.84
1 to 7 full years	15	105	8.75
7+ to 15 full years	20	140	11.67
15+ to 19 full years	25	175	14.59
20 full years	26	182	15.17
21 full years	27	189	15.75
22 full year	28	196	16.34
23 full years	29	203	16.92
24+ full years	30	210	17.50