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ABSENCES WITH PAY (HTTPS://WWW.ROCHESTER.EDU/POLICIES/ALL/?FILTER%5BPOLICY-AREA%5D=226)

JURY DUTY, COURT APPEARANCE, OR LEGAL HEARING APPEARANCE

POLICY

Jury Duty, Court Appearance, or Legal Hearing Appearance

LAST

REVISED

Print Download PDF(https://www.rochester.edu/policies/policy/court-appearance/?pdf=1) Email(mailto:?subject=Jury Duty, Court Appearance, ON 12/

2024

This policy applies to: All regular full- and part-time hourly paid staff, and TAR staff if they work a regular schedule and are scheduled to work on the days summoned to jury duty.

Table of Contents

- I. POLICY
- II. PROCEDURES
 - A. ARRANGEMENTS FOR TIME OFF
 - **B. PAYMENT FOR JURY DUTY**
 - C. CALCULATION OF MAKE-UP PAY
 - D. POSTPONEMENT OF JURY DUTY
 - E. FURTHER INFORMATION

I. Policy

Staff members are entitled to time off without loss of base pay for each working day excused to 1) serve on jury duty or 2) when subpoenaed to appear in a court of law, except when the staff member is a primary party to the legal action or a prospective beneficiary of it.

II. Procedures

ABOUT THIS POLICY

Policy Number

333

Policy Group

Human Resources

Issuing Authority

Human Resources

Responsible Officer

Kathy Miner

Contact Information

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ADDITIONAL RESOURCES

MyURHR-UKG guide and

training

(https://www.rochester.ed

u/human-resources/

professional-success/

myurhr/training/)

POLICY KEYWORDS

Benefits

(https://www.rochester.edu/

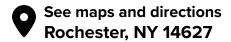
policies/

all/?filter%5Btopics%5D=306

A Arrangoments for Time Off



(https://www.rochester.edu)



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Accessibility (https://www.rochester.edu/accessibility.html)

Nondiscrimination (https://www.rochester.edu/eoc/nondiscrimination-statement/)

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