



## Policy and Procedures Manual

### Application: All Full-Time Personnel

### Section A5.9.3 -.5 Returning to Work

#### A 5.9.3 Re-employment

Those employees who terminate his/her employment under satisfactory conditions and who desire to return after the expiration of 90 calendar days may do so upon application and completion of proper documents with a recommendation from the department supervisor and approval by the President. The returning employee in this category would return with no restoration of previous benefits.

#### A 5.9.4 Reinstatement

Employees who are reinstated to a full-time position by the University within 90 calendar days following termination under satisfactory conditions, will have his/her previously accrued sick leave balance and vacation accrual rate restored to his/her employment record.

#### A 5.9.5 Retirees Returning to Work

Oklahoma Teachers' Retirement System regulations require a minimum of 60 calendar days between a retiree's last day of pre-retirement public education employment and any such post-retirement employment. Retirees may be considered for full or part-time employment, but only within the parameters established by the Oklahoma Teachers' Retirement System. Copies of the regulations and further information are available through the Employment Services Office.