



# TWINSBURG CITY SCHOOL DISTRICT

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## **REQUEST FOR ADVANCE OF SICK LEAVE**

I, \_\_\_\_\_, request an advance of \_\_\_\_\_ days  
(not to exceed 5) against my un-accumulated sick leave.

1972 Syllabi 15. Board should use discretion in advancing sick leave credit. Should a person granted additional sick leave, die, retire, or resign, the used but unearned amount would be subject to recovery.

I have read the above information and understand its content. Further, it is not my intention to resign prior to having earned the amount of sick leave I have been advanced.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Revised 12/2019

*... where the schools and the communities are one.*