

FAMILY MEDICAL LEAVE APPLICATION

ELIGIBILITY

EMPLOYMENT HISTORY

- **Employed at UK for at least 12 months (not necessarily consecutive months).**
- **Worked at least 1,250 hours during the previous 12 months.**

Event

- **Pregnancy**
- **Missing work/incapacitated for more than 3 days.**
- **Absent on an intermittent basis for a health condition.**
- **Hospitalization**
- **To care for a qualifying family member.**
- **To care for a qualifying family member of the armed forces.**

ROUTING

STAFF

LeaveadminFMLA@uky.edu

FACULTY

**Associate Dean for Faculty,
Planning, and Assessment**

EVERYONE ELSE

**SUPERVISOR/DEPARTMENT
HR ADMINISTRATOR**

RESOURCES

**APPLICATION
POLICY
NOTIFICATION MEMO**