

# Summary of MSU Parental Leave Policies for Academic Staff and Fixed Term Faculty

For details on each policy and the required documentation, refer to the faculty handbook as indicated in the links below

| Situation  | Short Term Disability Leave <sup>1</sup>                                | Parental Leave <sup>2</sup>   | Family Medical Leave Act (FMLA) <sup>3</sup>   |
|--|---|---|--|
| Birth of a child or children.  | 6 weeks paid leave is automatic <i>for a birth mother if requested.</i> | A separate 6 weeks paid leave is automatic <i>for parents if requested.</i><br><br>If both parents are MSU faculty or academic staff, paid parental leave provides a combined total of 6 weeks. | The FMLA provides each eligible new parent 12 weeks of leave in total. Any paid leave taken counts toward the 12 weeks.* |
| A new child (or children) under six years of age and/or not attending school full-time enters the home due to adoption or foster-care placement. | n/a   | 6 weeks paid leave automatic <i>for parents if requested.</i><br><br>If both parents are MSU faculty or academic staff, paid parental leave provides a combined total of 6 weeks.               | The FMLA provides each eligible new parent 12 weeks of leave in total. Any paid leave taken counts toward the 12 weeks.* |

<sup>1</sup> <http://www.hr.msu.edu/documents/facacadhandbooks/facultyhandbook/medicalleave.htm>

<sup>2</sup> <http://www.hr.msu.edu/documents/facacadhandbooks/facultyhandbook/parentalLeave.htm>

<sup>3</sup> <http://www.hr.msu.edu/documents/facacadhandbooks/facultyhandbook/familyLeave.htm>

\* Timely registration of one's condition is required to establish eligibility for other benefits under the Family Medical Leave Act.