



GREAT FALLS COLLEGE
MONTANA STATE UNIVERSITY

Policy Manual

SUBJECT: Personnel

Policy: 406.10 Leave of Absence

Effective: October 2007 **Revised:**

Reviewed: January 2023

An employee may request a leave of absence without pay; such leave may be granted at the discretion of the supervisor and Dean/Director. If leave without pay is granted, it will be administered in accordance with established Human Resource Department policies and collective bargaining agreements.