



OHIO
UNIVERSITY

Human Resources

Request for Emergency Service Leave

Employees are eligible for 40.0 hours of emergency service leave in a calendar year.

Employee Name: _____ Employee ID #: _____

Address _____

Leave Type	Date	Run Start Time	Run End Time	Hours
<input type="checkbox"/> Volunteer Firefighter	_____	_____	_____	_____
<input type="checkbox"/> Paramedic	_____	_____	_____	_____
<input type="checkbox"/> EMT-Basic	_____	_____	_____	_____
<input type="checkbox"/> EMT-1	_____	_____	_____	_____
<input type="checkbox"/> First Responder	_____	_____	_____	_____

Village: _____

Township: _____

County: _____

Agency Certification Signature: _____

Printed Name: _____

Title _____

Date _____

Please return this form and direct questions to:

Ohio University Human Resources, Attn: Leave Manager, Human Resources & Training Center, 169 West Union Street, Athens, OH 45701, T: (740) 593-1636, F: (740) 597-1337, *Email: uhr@ohio.edu