

3357:13-16-73 Leave to Attend Professional Development

- (A) All personnel associated with North Central State College are encouraged to advance themselves through professional channels such as:
- (1) Advanced education
 - (2) Professional licensure and/or certification
 - (3) Professional workshops, seminars, conventions, equipment shows, conferences
- (B) Decisions regarding attendance for the above will be predicated upon:
- (1) Purpose
 - (2) Benefit to the students and College
 - (3) Budgetary considerations
 - (4) Relevance of the sponsoring organizations to the College
- (C) Form [16-70a](#) ARequest for Leave must be filled out (including the section on arrangements for missed classes for faculty) and approved by the Division Dean in advance.
- (D) Refer to policy 3357:13-17-261: Travel Expense Reimbursement Procedure, for information regarding travel costs.

<http://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/17-261.pdf>

Effective: May 1, 2005

Next Review: August 1, 2024

Review Dates: 5/1/05, 8/24/19