Graduate Student Parental Leave Policy

Issued by: The Graduate School

Approved Date: 11/3/2022

Policy Summary: Eligible graduate student employees may be granted a Parental Leave (PL) of up to 12 weeks of paid leave in a calendar year (for State employees) and a "rolling" 12 month period (for Research employees) including long term care and intermittent care for the purpose of caring for a child following their birth (up to 12 weeks leave), adoption or foster care placement (up to 6 weeks leave for adoption or foster care placement), which must be taken within 1 year of the qualifying event. Eligible non-employee graduate students may be granted a Parental Leave of up to 12 weeks of leave in a calendar year (for State appointees) and a "rolling" 12 month period (for Research appointees) including long term care and intermittent care for the purpose of caring for a child following their birth (up to 12 weeks leave), adoption or foster care placement (up to 6 weeks leave for adoption or foster care placement), which must be taken within 1 year of the qualifying event.

Eligibility: The following requirements must be met in order to meet the service requirements for the Graduate Student Parental Leave Policy:

- Graduate student employees must have been employed for at least 2 full academic semesters on the date the parental leave is to begin. An employee's total service must be counted when determining if the employee has completed the required service, regardless of any breaks in service and regardless of the percentage of time paid during the service.

- Graduate students must be registered and matriculated, at the time of the request and throughout the leave period.

Conditions/Provisions of Approved PL

- Medical certification or other appropriate evidence will be required.

- The graduate student shall give thirty (30) days written notice, prior to the anticipated first day of leave, if possible, by using the request for Parental Leave form.

- Graduate students will be eligible to maintain full-time, registered student status during the granted leave period, allowing students to retain access to all Stony Brook University facilities and privileges, including, but not limited to, health insurance, student housing, library, email and parking and other university matters involving financial aid (e.g. loan eligibility and deferment) and immigration (e.g. visa requirements).

- Graduate students will be excused from their regular teaching, research, clinical or other training duties during the granted leave period.

- Eligible graduate students are accorded an automatic one-semester extension of Graduate Program and Graduate School requirements and time limits on all academic work, including all academic milestones.
During the granted leave period, students scheduled to be supported as Research Assistants, Graduate Assistants and eligible Fellows will receive financial support from the Graduate School at the level they would have received otherwise. Students scheduled to receive support as Teaching Assistants will receive the equivalent of one semester of financial support as a Teaching Assistant from the Graduate School. Note that this period of funding will not count toward any Graduate Program or Graduate School limit on the number of years/semesters of support previously committed to the student.

The date on which the leave period begins will be determined by the student in consultation with the student’s advisor and Graduate Program Director. The Graduate School, with the help of a designated Leave Facilitator, can help coordinate appropriate arrangements and accommodations (e.g. modifications of physical environment, mobility support, protection of health and safety of the student/pregnancy and identification of space for breastfeeding students), between the student, advisor and Graduate Program, prior to the leave period, to be implemented upon return. Accommodations are recommended to be documented and placed on file with The Graduate School and the Graduate Program.

Related Documents

Request for Graduate Student Parental Leave: (with appropriate link)

Guidance Document: (with appropriate link – attached below for review purposes)

Inquiries/Requests

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