

Date: 5/2/2019 9:02:59 AM
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Subject: FMLA Determination

Good morning,

As discussed, I want to cycle back to you to let you know that your request for FMLA has been approved effective **5/01/2019**. I have copied Jamie McAllister on this communication as well.

The Family and Medical Leave Act (FMLA) generally provides employees with up to 12 weeks of ***unpaid, job-protected leave per year*** once an employee is determined to be eligible.

With regards to WebTA, please ensure that the appropriate leave i.e. **annual, sick, or leave without pay is annotated** under the **Family and Medical Leave Act of (FMLA)**, as appropriate when submitting your time.

As always, please let me know if you have additional questions.

Regards,

Jacqueline Gause, MSc

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