



University of New Haven

Human Resources Policy/Procedure

Policy / Procedure Title	Applicability/ Scope	Purpose	Revision/Issue Date(s)	Responsible Party	Page(s)
Re-employment Policy & Procedure	Supervisory Employees	Provide guidelines regarding re-employment possibilities	7/1/19	Vice President Human Resources	1

The University will consider requests for re-employment as it deems appropriate. Before a terminated employee is considered for re-employment, the request must be reviewed and approved by the Human Resources Department. Individuals who were terminated for cause involuntarily are ineligible for re-employment.

If it is determined that the previously terminated employee is the most qualified candidate for the position, benefit eligibility will be based on the new date of hire. Consideration may only be given to providing the re-hired employee for the same amount of vacation time they were eligible for upon termination of their employment.