

Transfer of Sick Leave

Per the California Education Code, a sick leave transfer to Palomar Community College District can only be accepted if the transferring California employer is a public school district, community college district or county office of education. Sick Leave transfers will comply with California Education Code (87782, 87783, 88202—see page 2), Palomar College collective bargaining agreements, and board policies.

Section 1: Employee Information *(To be completed by Palomar College employee)*

Employee Name

Last 4 of SSN

Employee ID (9 digits)

Employee Signature

Date

I am currently employed at Palomar College and request that an authorized representative from my former district complete Section 2 and transfer my accumulated sick leave to Palomar College.

Section 2: Sick Leave Information *(To be completed by former district)*

Former School/District Name

Employment Dates

Signature of School Official

Date

Print Name & Title

Email

	Hours	Days*	Hours per Day*	
Total Sick to be Transferred	_____	_____	_____	<i>*For PT and FT faculty, please report accumulated sick leave in days, including any fraction of a day, and provide the number of hours that constitute one day.</i>

Once completed, email to PayrollDepartment@palomar.edu (preferred method) or mail to Palomar College, Attn: Payroll Services, 1140 W. Mission Road, San Marcos, CA 92069

Section 3: Palomar College Payroll Services *(To be completed by Payroll Staff)*

EMPLID

Processed By

Input Date

Transfer of Sick Leave

California Education Code

Sections 22717, 87782, 87783 & 88202

Section 22717: (a) Upon certification by the employer or employers, a member shall be granted credit at service retirement for each day of accumulated and unused sick leave days for which full salary is allowed and to which the member was entitled on the member's final day of employment with the employer or employers subject to coverage by the Defined Benefit Program during the last school term in which the member earned creditable compensation pursuant to Section 22119.2 or 22119.3. The system shall accept certification from each employer with which the member has accumulated sick leave days for that period, provided this leave has not been transferred to another employer.

Section 87782: (a) An academic employee of a community college district who has been an employee of that district for a period of one school year or more shall have transferred with the employee to a second district the total amount of leave of absence for illness or injury to which the employee is entitled under Section 87781.

Section 87783: (a) The accumulated leave of absences for illness and injury of each of the following persons shall be transferred with them to their second position:

(1) Any academic employee of a community college district who accepts a position requiring certification qualifications in the office of any county superintendent of schools.

(2) Any certificated employee of any county superintendent of schools who accepts an academic position in a community college district or office of another county superintendent of schools.

(3) Any person employed by the board of governors in a position requiring certification qualifications or an employee of the office of the Chancellor of the California Community Colleges who accepts an academic position in a community college district or a position requiring certification qualifications in the office of any county superintendent of schools.

(4) Any certificated employee of the Commission on Teacher Credentialing who accepts an academic position in any community college district.

(b) The amount of leave to be transferred pursuant to this section shall be determined in the same manner as provided in Section 87782. All other provisions of Section 87782 shall also apply to the employees and employers described in this section.

Section 88202: Any classified employee of a community college district, school district, or county superintendent of schools who has been employed for a period of one calendar year or more whose employment is terminated for reasons other than action initiated by the employer for cause and who subsequently accepts employment with a community college district or county superintendent of schools within one year of the termination of his or her former employment, shall have transferred with him or her to the employing community college district or county superintendent of schools the total amount of earned leave of absence for illness or injury to which he or she is entitled under Section 45191 or 88191. This transfer shall be in the same manner as is provided for academic employees.