

## **Employee Policies Acknowledgement**

UW-Stevens Point policies are located at: <a href="https://www.uwsp.edu/hr/Pages/Employee%20Relations/Policies.aspx">https://www.uwsp.edu/hr/Pages/Employee%20Relations/Policies.aspx</a>

I have received access to the UW-Stevens Point employment policies. I understand that it is my responsibility to review the policies. I understand that the University of Wisconsin-Stevens Point at its sole discretion, may modify, suspend, interpret or cancel, in whole or part, any policies, handbooks, or practices, with or without advance notice, giving cause, or justification. Such revised information may supersede or eliminate existing policies. I acknowledge that any University of Wisconsin-Stevens Point policies and handbooks are not a contract of employment.

Based on my leave eligibility, I acknowledge that in the event that my employment ends, the University will recover the value of any vacation or personal holiday used/paid but not yet earned.

Print Name:

Employee Signature:

Date: \_\_\_\_\_

Employee: Keep a copy of this document for your records. If you need assistance or have questions regarding a policy, please contact us at 715-346-2606 or <u>hr@uwsp.edu</u>.