

LEAVE ACCRUAL FOR ACADEMIC APPOINTEES						
ACADEMIC YEAR APPOINTEES DO NOT ACCRUE VACATION OR SICK LEAVE		LEAVE ACCRUAL CODE TO BE ENTERED IN PPS	N			
FISCAL YEAR APPOINTEES ACCRUE LEAVE AS FOLLOWS:	VACATION ACCRUED IF APPOINTED >= 6 MONTHS OR MORE AT >= 50% TIME	SICK LEAVE ACCRUED IF APPOINTED >= 50% TIME	LEAVE ACCRUAL CODE TO BE ENTERED IN PPS	NO VACATION ACCRUED IF APPOINTED LESS 6 MONTHS AT ANY PERCENTAGE OF TIME	ACCRUED IF APPOINTED LESS 6 MONTHS AND 50% OR MORE TIME	LEAVE ACCRUAL CODE TO BE ENTERED IN PPS
Professor *	X		E			N
Professor in Residence	X		E			N
Professor of Clinical ____	X		E			N
Health Sciences Clinical Professor	X		E			N
Adjunct professor	X		E			N
Lecturer with SOE/Sr. Lecturer wit SOE	X		E			N
____ in the AES *	X		E			N
Supervisor of Physical Education	X		E			N
Project Scientist*	X	X	D			N
Unit 18 Lecturer	X		E			N
Supervisor of Teacher Education	X		E			N
Child Development Lecturer	X		E			N
Professional Research Series*	X	X	D		X	F
Specialist in Cooperative Extension *	X	X	D		X	F
Specialist Series	X	X	D		X	F
Continuing Educaiton Specialist	X	X	D		X	F
Academic Coordinator	X	X	D		X	F
Academic Administrator	X	X	D		X	F
Librarians *	X	X	D		X	F
Assistant and Associate University Librarian *	X	X	D		X	F
Clinical Professor - Volunteers			N			N
Emeritus			N			N
Emeritus - Recall			N			N
Fiscal Year appointed for 6 mo or more at less than 50% time or without salary in any series listed above			N	Fiscal Year appointed for less than 6 mo and at less than 50% time or without salary in any series listed above		N
* Policy for this series also applies to Visiting appointees						
NOTE: This document was developed to assist you in determining the appropriate leave code to enter in PPS. Refer to the appropriate Academic Personnel Manual policy or Union contract for further information on vacation and sick leave. (http://academicpersonnel.ucdavis.edu)						
Any movement from a title that accrues vacation time to a non-accruing title must be paid out for any unused vacation time.						
Please refer to the PPS Manual for detailed information on the leave accrual codes (http://pps.ucdavis.edu/ppscodes/Leave.cfm?opt=1)						