

Regulations on Training Leaves

Agreed in a meeting of the Management Board on 28 February 2007

University of Akureyri employees on a permanent contract, who have no research duty and have worked at the University for at least four years, can apply for a training leave for up to two months.

An application for a training leave shall be submitted to the Head of the relevant faculty or department before 1 July of each year, applying for a leave in the following year, so that it can be accounted for in planning.

The Rector decides whether the leave will be granted, after obtaining a statement of opinion from the Managing Director and the Head of the relevant department.

Travel and accommodation costs can also be funded in accordance with the Travel Cost Committee's regulations concerning job training.

Similar rules apply as for research leaves, in that a full training daily allowance is paid for one month, and a reduced daily allowance may be paid for the time exceeding one month.

Training leaves shall generally not be granted for a longer period than 3 consecutive months.

(Example: An employee who has held a contract for six years is granted a leave for three months. In such a case a full daily allowance is paid for one month and a 25% of the daily allowance for two months.)