

Sussex County Community College
Policy No.: 200.16
Area: Human Resources
Adopted: April 26, 2016
Re-Adopted: May 26, 2020

200.16 Attendance Reporting Policy

PURPOSE OF THE POLICY

To record time worked for payroll calculation, benefit accrual, and related business purposes.

GENERAL STATEMENT OF ATTENDANCE REPORTING POLICY

Attendance records are maintained for all employees of Sussex County Community College ("College").