



Employment Insurance (EI) Maternity benefits are offered to the birth parent who cannot work because they are pregnant or have recently given birth. Maternity leave benefits are available up to a maximum of 15 weeks.

EI Parental benefits are offered to non-birth parents, including adoptive parents, up to a maximum of 35 weeks (standard Leave) or 61 weeks (extended Leave).

Written notice, stating the duration of the leave, is required to be provided a minimum of four (4) weeks in advance of the start date of the leave.

Yes. You can choose to use vacation time and there may be special leave available. For questions regarding special leave and eligibility, please contact HRComp.Ben@ufv.ca to speak to an Advisor.

Maternity Leave can start up to 13 weeks prior to the expected birth date of the child, but no later than the actual birth date of the child. For non-birth parents, the earliest that the leave can start is the birth date or adoption date of the child. The Parental Leave portion within the plan must be started within 52 weeks of the birth of the child (Standard Plan) or within 78 weeks (Extended Plan). Please note that if your parental leave extends beyond the specified timeframes (52 or 78 weeks since baby was born), EI will not provide any additional financial support for that extra period and this can have implications for UFV's Supplemental Employee Benefit (SEB).

Please notify HRComp.Ben@ufv.ca at your earliest opportunity and an Advisor will be in touch with next steps.

Sick leave and/or short-term disability may be available to you. Please reach out to HRComp.Ben@ufv.ca to speak to an Advisor.

Yes, provided that the EI criteria are met, but only the parental leave portion can be shared. The shared portion can be taken concurrently or consecutively.

When you are on a leave, you are not able to work at UFV.



UFV's extended health and dental benefits will be maintained throughout the duration of the leave based on the level of your permanent contract base salary. Seniority and vacation will continue to accrue and access to the Training & Development Allowance, Health Spending Account, and Professional Development fund will continue to be available.

Pension contributions will continue to be made only on the top up/SEB portion of your income, as per the SEB outline above. Pension can be purchased for the remaining salary and service and can either be purchased at the end of your leave as a lump sum or continuous payments throughout your leave. As per the rules and guidelines set out by the Pension Corp, a purchase of service application for maternity/parental leaves must be submitted within 5 years of the leave, after which the service can no longer be purchased. For questions related to purchasing service, please contact HRComp.Ben@ufv.ca.

You may be eligible for an extended maternity and/or parental leave accommodation, which is a temporary workload reduction for a period of up to three (3) years directly following the conclusion of a maternity and/or parental leave. For rules and eligibility, please reach out to HRComp.Ben@ufv.ca as soon as possible to speak to an Advisor. Written requests for this accommodation, if eligible, must be submitted no later than two (2) months prior to the commencement of the accommodation.

Yes, if you are on the 12-month plan and would like to extend your leave to 18 months, you can choose to extend your leave but there are some implications to be aware of. As both the SEB top-up and EI benefits cannot be changed or extended, the extension of your leave will be unpaid. As you will no longer be receiving SEB, your contributions to the Municipal or College Pension Plan will also cease, along with any non-mandatory employee-paid items, such as RRSP. Long-Term Disability (LTD) insurance and Optional Life Insurance (if applicable) coverage is a mandatory condition of the unpaid leave extension, and you will be required to provide UFV with 100% of the cost of the premiums which will become due during the period of your leave. Written notice must be provided to HRComp.Ben@ufv.ca at least 8 weeks in advance of extending your leave. Please reach out to an Advisor, Compensation & Benefits if you would like further details or have questions regarding extending your leave.