

GTA Pregnancy/Parental/Adoption Leave Benefit Application Form

Record #

Western University Human Resources Services, SSB 4159

v. 04/22

Pregnancy Leave

Parental / Adoption Leave

Employee Group:

Employee ID (same as student ID):

Last Name:

First Name:

Phone Number:

Email:

Expected date of birth / custody:

day/month/year

Leave start date:

day/month/year

Leave end date:

(inclusive)

day/month/year

Note: Pregnancy leave may begin up to 17 weeks prior to the expected date of birth. If you also qualify for Employment Insurance (EI) benefits from Service Canada these may not be payable more than 12 weeks before your expected due date. A Parental/Adoption Leave cannot begin before the child is born/comes into your care & control.

It is up to the GTA to evaluate their options in determining how to proceed with their employment and/or academic leave plans and any application for benefits which they may be eligible for.

To apply for a leave of absence from your studies please [visit the SGP website](#).

I hereby apply for the pregnancy/parental/adoption leave benefit in accordance with The University of Western Ontario benefits for Graduate Teaching Assistants (GTAs). I understand that my paid benefit is up to 20 weeks or the length of my leave, whichever is less.

Date

GTA Signature

To be completed by Human Resources Services:

Application Evaluated By: [redacted]

Confirmed Funding Pd: [redacted]

HR Communicated Decision to Applicant: [redacted]

day/month/year

GTAship Monthly Rate [redacted]

GTA Weekly Hours: 0.00

SEIB Estimated 100% GTAship monthly rate (2 wks)

\$0.00

55% GTAship monthly rate (up to 15 wks)

\$0.00

Eligible Period of GTA Pregnancy/Parental Benefit (maximum 20 weeks):

to

inclusive = 20 weeks

Information Regarding Pregnancy/Parental/Adoption Leaves for GTAs

This summary has been prepared by Human Resource Services to assist those