

**25 NCAC 01K .0321 COURSES TAKEN AT AGENCY/UNIVERSITY REQUEST**

(a) Because of specific high priority skill needs of the agency/university, employees may be requested by management to take specific courses or degree programs. Under these circumstances, all limitations under the provisions of this policy are waived, except requirements for withholding taxes and FICA.

(b) If courses taken at agency request exceed the credit hour per fiscal year limits of the academic assistance program, then the situation shall be administered under 25 NCAC 01K .0322 Extended Academic Leave. Courses specified as part of an employee's improvement/development plan are not considered to be at agency request unless approved by the agency/university head or designee.

*History Note: Authority G.S. 126-4;  
Eff. September 1, 1989;  
Amended Eff. December 1, 2003;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. October 4, 2016.*