

Human Resources Guideline

Leave for Attendance at Convocation Ceremony

1. VIU supports the professional development and career growth of all employees within the University. VIU also recognizes the value of celebrating the completion of formal education through attendance at convocation.
2. Any VIU employee who has successfully completed a formal and recognized program of study at VIU or any other post-secondary institution will be granted, upon request, a paid day off to attend their convocation ceremony, should their convocation ceremony occur on a day where the employee was scheduled to work.
3. This guideline applies to convocations for doctorates, masters, degrees, diplomas, and certificates.