

Political Candidate Leave Guideline

What is it?

This resource will help you find answers to common questions about political candidate leave.

Who is this for?

All continuing and fixed-term employees of RMIT University covered by the *RMIT University Enterprise Agreement 2024 (University Agreement)* and RMIT UP, covered by the *RMIT Training Pty Ltd and National Tertiary Education Union Enterprise Agreement 2023 (Training Agreement)*.

Am I entitled to political candidate leave? How much?

If you are a continuing or fixed-term employee covered by the University Agreement or the Training Agreement, and you are a candidate for Federal or State Parliament, you are entitled to unpaid leave for all or part of the period between the close of nominations and the declaration of the poll.

If you want to access paid leave, you can apply for annual or long service leave during this period.

How do I go about taking political candidate leave?

You need to agree the timing and duration of this leave with your manager, informing them as soon as possible.

You may be asked to provide documentary evidence of your entitlement to this leave, such as your candidate nomination papers.

You must book the leave through Workday.

More information

- Find your agreement or award here: [Enterprise Agreements and Bargaining](#)
- Apply for leave in Workday
- For further information or to log a ticket, contact [People Connect](#).

Document history

Version	Effective date	Authority	Author
1.0	16 October 2023	Leave and Public Holidays Policy	Policy and Workplace Relations
2.0	29 November 2024	Leave and Public Holidays Policy	Policy and Workplace Relations

