As an employee of Flinders University, you may be eligible to apply for recognition of prior **casual** service. For information surrounding eligibility, please refer to the Flinders Staff portal or speak to your supervisor prior to completing the below.

Search for <i>Create Request</i> on the				Q Create Request	
search bar ar <i>Request</i> .	nd select C	reate	Search Results		
	Flinders	Q Create Request	Categories	Search Results 1 items	
			Common Assets	Tasks and Reports	
Click into the <i>request type</i> and select <i>All</i>	Request T	ype *		•	
Select Reque for Recognitic Prior Leave Service		← All Application for Excess Annual Application for Request Ty Leave - Employ	r Cash Payment of I Leave r Cash Payment of rpe * Reque	e Service	
Select OK.	0	Cancel			

Complete the request for recognition of prior service leave as it applies to you, attach any relevant documentation, select *Submit*.





workday