



Military Leave

Request Military leave by filing with *The Standard* and providing the required documentation



If you know your scheduled training dates for the whole year you can request them all on one claim from the start. You do NOT have to file a new claim each time you go out for that service year.



If your military absences are unforeseeable you can report the absences to your claim with *The Standard* and provide the documentation after the leave takes place.



If your military absences from work are three days or longer you should open a new claim with *The Standard*, rather than adding them to an existing claim.

Please note: This is a general overview of the process and does not reflect all steps in the process.

● Employee