

70A.25 Educational leave — educational assistance.

1. *Definitions.* As used in [this section](#), unless the context otherwise requires:

a. “*Educational assistance*” means reimbursement for tuition, fees, books or other expenses incurred by a state employee in taking coursework at an educational institution or attending a workshop, seminar, or conference without a reduction in ordinary job responsibilities and that the appointing authority determines contributes to the growth and development of the employee in the employee’s present position or in a position to which the employee may reasonably be assigned.

b. “*Educational leave*” means full or partial absence from an employee’s ordinary job responsibilities either with full or partial pay or without pay, to attend a course of study at an educational institution or a course of study conducted by a reputable sponsor on behalf of an educational institution. Educational leave may include reimbursement for all or a portion of educational expenses incurred.

c. “*Educational leave*” and “*educational assistance*” do not apply to job training, employee development programs, or departmental seminars that are conducted or sponsored by a state agency.

2. *General applicability.*

a. The purpose of educational leave with full or partial pay and educational assistance is to assist state employees to develop skills that will improve their ability to perform state job responsibilities or in the case of educational leave to also provide training and educational opportunities for employees of a state agency that will enable the agency director to better meet the staffing needs of the state agency.

b. The director of the department of administrative services shall not allow the payment of expenses for courses unless the department, agency, or commission can demonstrate a relationship between the employee’s job responsibilities and the courses to be taken or that the employee is required to learn new skills for which the department, agency, or commission has a need.

[85 Acts, ch 215, §2](#)

[CS85, §79.25](#)

[86 Acts, ch 1245, §237 – 239](#)

[C93, §70A.25](#)

[2000 Acts, ch 1171, §22 – 24; 2003 Acts, ch 145, §286; 2008 Acts, ch 1032, §201; 2014 Acts, ch 1036, §14](#)

[Referred to in §70A.1](#)