



**STAFF EMPLOYMENT MANUAL**

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The contents of the manual are subject to change by the University at any time. Whenever possible, advance notice of changes will be given and the manual will be updated accordingly. In addition, a current copy of the manual will be available for reference in the Mortensen Library, as well as online at the Human Resources Development Website, [www.hartford.edu/hrd](http://www.hartford.edu/hrd).

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