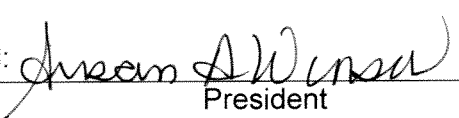
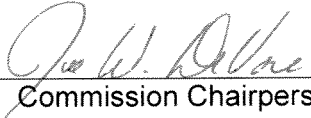


**AIKEN TECHNICAL COLLEGE
POLICY**

Policy Title: EMPLOYEE ASSISTANCE PROGRAM	Policy Number: 3-2-105
Institutional Authority: President	
Associated SBTCE Policy:	
Associated ATC Procedure: 3-2-105.1	

Approved:  President  Commission Chairperson

Date Adopted: 07/01/2004
Date Revised: 02/11/2008

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

It is the policy of Aiken Technical College to offer any employee assistance through the use of an Employee Assistance Service. The employee may schedule appointments through the Human Resources Office or on their own by calling the Employee Assistance Service.

Policy Review		
Review Date	Reviewed By	Date Completed
07/01/2007		
02/11/2013		