

**Melanie Mohan**      **20 Vacation Days per Year/140 hrs per Year**

**26 Pay Periods per Year**      **260 Days (10 working Days/PP)**

Calendar Year	Working Days	Prorated Vacation Days	Leave of Absences	Vacation Days Balance
Aug. 19, 2023 - Mar. 31, 2024	160.00	3.08		3.08
April 1, 2024 - Mar. 31, 2025	260.00	15.00		15.00

**Converted to Hours**      Hours Worked - 1820/year      Hours Earned      Vacation Hours Used      Vacation Hours Balance

<b>@1.25 days/month as per Policy</b>	<b>- 15 days/12 mths = 1.25 days/month</b>			
Aug. 19, 2023 - Mar. 31, 2024	1120.00	21.54		21.54
April 1, 2024 - Mar. 31, 2025	1820.00	105.00		105.00

