What can I do if my Time Off Request was rejected?

Tell Me

1. If your supervisor rejects your Time Off Request, review the comments provided by your supervisor to determine if:
   1. You need to resubmit your Time Off Request OR
   2. If they deny your time off.
2. If a correction is needed, you must submit a new Time Off Request.
3. You cannot modify your initial request if it was rejected.

Related Articles

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- How do I add Holiday Premium Pay to an employee's timesheet in Kronos WFR?
- What do the different leave balance columns in Kronos WFR represent?
- How do I add work time to my timesheet if I didn't clock IN/OUT in Kronos WFR?