

Probationary Period

Policy

The purpose of the probationary period is to give Managers time to adequately assess a new employee's performance and suitability to the role and to allow the employee an opportunity to adjust to their new position at the University.

Please find the relevant policy and procedure documents below:

[Probationary Period Policy](#) - Queen's University recognizes the need for a period of time for both the employee and their Manager to assess and adjust to a new employment relationship.

[Probationary Period Procedure](#) - This procedure will govern the application of the Probationary Period Policy in order to ensure equity and transparency.

[Probationary Period Guidelines](#) - This guideline has been created to support the Probationary Period Policy and Procedure and to outline additional considerations during the probationary period process.

For more information, please contact the Employee/Labour Relations Unit of Human Resources at hrelr@queensu.ca.