



Boston College Benefits Office

Leave Guide - Adoption

When planning for an adoption leave, make sure to review all of your options and select the best option for you and your family. Under the Massachusetts Paid Family & Medical Leave law (PFML), and in combination with BC policies, employees can take up to 12 weeks to bond with the adopted child.

First 4 weeks of Adoption Leave

The first four weeks will be considered paid **Adoption Placement Leave**, not charged to sick or vacation time, provided it is taken within 12 weeks following placement of the adopted child. This is considered bonding time under the PFML law.

The following 4 weeks of Adoption Leave

Following the Adoption Placement weeks the employee is eligible for four consecutive weeks of paid **Parental Leave (bonding)**, also not charged to sick or vacation time. This is considered bonding time under the PFML law.

Last 4 weeks of Adoption Leave

The employee can take up to an additional 4 weeks of **Bonding Leave** which can be paid in a number of ways.

Vacation Only:

An employee can use accrued vacation to extend the leave.

Vacation & PFML:

An employee can use accrued vacation. Once vacation is exhausted an employee can apply for PFML benefit payments for up to the remainder of the 4 weeks.

PFML Only:

An employee can choose to receive PFML benefit payments only for up to the remainder of the 4 weeks.

Additional Information:

Any leave taken for the purpose of bonding with a child will be considered FMLA leave (assuming you meet the FMLA eligibility requirements) and will run concurrently with PFML leave. The PFML benefit payments are up to a maximum of \$1,230.39 a week. The [mass.gov benefits calculator](#) may give you a sense of the weekly benefit based on your actual regular salary. The weekly PFML benefit payments are in the form of a paper check from The Standard Insurance Company, not direct deposit, and are mailed to your address on file.

IMPORTANT: When receiving PFML benefit payments, you are considered unpaid from BC's perspective. You will not receive any applicable 401(k) or 403(b) contributions, and you do not accrue vacation and sick time (if applicable). You will also be responsible for your normal active employee medical, dental and vision plan premiums while on PFML. Upon return, missed premiums will be double deducted until all missed premiums have been repaid.

If this is something you would like to take advantage of, work with your department on the expected leave time. When you submit the [request for leave form](#), please indicate in the comments how much time will be taken under PFML, if any. Once we have confirmation of the expected dates we can send information on how to apply for the benefit.