

Subject: Seats available for the Oct. 30, 2019, TM300 Leave Administration class
Audience: Time Administrators, Leave Administrators, HR Master Data Maintainers, FMLA Event Maintainers

Seats are still available for the Oct. 30, 2019, TM300 Leave Administration class. The SCEIS Team encourages Time and Leave Administrators, HR Master Data Maintainers and FMLA Event Maintainers to register for this class.

Please note that this is the last scheduled TM300 class during the fall 2019 term. The next opportunity to take this class will be spring 2020. **Please forward this message to appropriate staff members within your agency.**

TM300 Details

Class Date: Wednesday, Oct. 30, 2019

Class Time: 9 a.m.–5 p.m.

Note: Please plan to attend the entire class. If you are unable to attend the entire class, sign up for a later date.

Class Location:

SCEIS Training Room 202
1628 Browning Road, Columbia

[TM300 Course Information and Registration Instructions](#)

If you have any questions about this message, please email training.sceis@admin.sc.gov.