

**Subject:** An additional TM300 Leave Administration class is scheduled for Monday, May 16, 2022

**Audience:** Leave Administrators

SCEIS has scheduled an additional TM300 Leave Administration class due to increased enrollment. The class will be held Monday, May 16, 2022, at SCEIS. Leave Administrators are encouraged to register for this class.

**TM300 Details**

**Class Date:** Monday, May 16, 2022

**Class Time:** 9 a.m.–5 p.m.

**Note: Please plan to attend the entire class.**

**Class Location:**

SCEIS Training Room 202  
1628 Browning Road, Columbia

[TM300 Course Information and Registration Instructions](#)

If you have any questions about this SCEIS Training information, please email them to [training.sceis@admin.sc.gov](mailto:training.sceis@admin.sc.gov).