

**Sussex County Community College**

**Policy No.: 200.4**

**Area: Human Resources**

**Adopted: July 23, 2013**

**200.4 Exit Interview**

---

Each full-time employee leaving the College will be extended the courtesy of an exit interview with the Director of Human Resources in order to provide the departing employee information relevant to the conclusion of their employment status and to enable the employee to provide constructive feedback regarding their employment experience at the College.

The departing employee must return all College-issued property, keys and related material.