



ASCENDER

EMPLOYEE

PORTAL

ASCENDER GUIDES



ASCENDER.

ELEVATING TECHNOLOGY SOLUTIONS





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- When a leave request is created, the status of the leave request is *Pending Spvsr Approval*.
- After a leave request is approved by your supervisor, the status of the leave request is *Pending Payroll*.
- If a leave request is disapproved by your supervisor, the status of the leave request is *Disapproved*.
- After a leave request is processed by payroll, it is no longer displayed on this page.



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