



SNU Policy: At-Will Employment Statement

SNU Policy ID: General Information A-2

Policy Reviewed by: Director of Human Resources

Approval Authority: Vice President for Business and Finance

Approval Date: September 21, 2026

Next Review Date: September 21, 2031

Nature of Employment - Oklahoma At-Will Doctrine:

In accordance with Oklahoma law, all employment at Southern Nazarene University ("SNU" or the "University") is "at-will" for an indefinite period. Nothing in any policy, manual, procedure, guideline, practice, or communication of SNU creates, or is intended to create, an express or implied contract of employment or any contractual obligations of any kind, except to the extent expressly set forth in a written employment agreement signed by authorized representatives of the University.

Employment with SNU is voluntarily entered into, and the employee is free to resign at will at any time, with or without cause. Similarly, Southern Nazarene University may terminate the employment relationship at will at any time, with or without notice or cause, so long as there is no violation of applicable federal or state law. The Faculty Handbook governs the dismissal of faculty.

Modifications and Agreements

The at-will nature of employment at SNU cannot be changed except by a specific written agreement signed by the President of Southern Nazarene University. No supervisor or representative of the University, other than the President, has the authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing.

Resignation Notice

While employment is at-will, the University requests that employees provide at least two weeks' written notice of resignation to facilitate a professional and orderly transition. Employees remain employed on an at-will basis during any notice period, and SNU reserves the right to accept a resignation immediately or to modify or waive the notice period at its discretion.