



**2016 – 2017 OFFICE CALENDAR
(ACADEMIC YEAR SUMMER 2016 - SPRING 2017)**

2016 Summer Office Hours: Begin Monday, May 16, 2016 and end Friday, August 12, 2016
(Monday-Thursday 8:30-4:30; 30 minute lunch; Friday 8:30-noon)

Commencement 5/12 and 5/14/16
Fall Classes begin 9/6/16

DATE	DAY(S) OFFICES ARE CLOSED	HOLIDAY	ACADEMIC CALENDAR
July 4 **, 2016	Monday	Independence Day (7/4, Monday)	Same as Office Calendar
September 5*, 2016	Monday	Labor Day	Same as Office Calendar
October 10*, 2016	Monday	Columbus Day (10/10, Monday)	Same as Office Calendar
November 23, 24* & 25, 2016	Wednesday, Thursday, Friday	Thanksgiving Recess (Thanksgiving Day is 11/24)	Same as Office Calendar
December 22, 23, 26*, 27, 28, 29, 30, 2016, January 2, 2017 *	Thursday, Friday, and all of the following week. <i>Offices will close after work on Wednesday, December 21, 2016 and reopen on Tuesday, January 3, 2017 (Christmas and New Year's Day are on a Sunday)</i>	Christmas Recess	Fall semester ends Tuesday, 12/20/16 Spring semester starts 1/17/17
January 16, 2017 *	Monday	Martin Luther King Day	Same as Office Calendar. <i>Graduate classes scheduled after 4pm will meet.</i>
March 10, 2017**	Friday	Spring Break	Spring Break begins after last class on Saturday, 3/4/17 and classes resume on Monday, 3/13/17
April 13, 14, 17, 2017 **	Thursday, Friday, Monday	Easter Recess – Offices close after work on Wednesday, April 12 and reopen on Tuesday, April 18, 2017	Same as Office Calendar.
May 29, 2017* **	Monday	Memorial Day	Same as Office Calendar.

* Legal/Federal Holiday

** Employees should refer to the university's Holiday Policy, B06, regarding holiday pay eligibility.