



**2017 – 2018 OFFICE CALENDAR
(ACADEMIC YEAR SUMMER 2017 - SPRING 2018)**

2017 Summer Office Hours: Begin Monday, May 15, 2017 and end Friday, August 11, 2017
(Monday-Thursday 8:30-4:30; 30 minute lunch; Friday 8:30-noon)

Commencement 5/10 and 5/12/18
Fall Classes begin 8/28/17

DATE	DAY(S) OFFICES ARE CLOSED	HOLIDAY	ACADEMIC CALENDAR
July 4 * **, 2017	Tuesday	Independence Day (7/4, Tuesday)	Same as Office Calendar
September 4*, 2017	Monday	Labor Day	Same as Office Calendar
October 9*, 2017	Monday	Fall Holiday Weekend (10/9, Monday)	Same as Office Calendar
November 22, 23* & 24, 2017	Wednesday, Thursday, Friday	Thanksgiving Recess (Thanksgiving Day is 11/23)	Same as Office Calendar
December 21, 22, 25*, 26, 27, 28, 29, 2017, January 1, 2018 *	Thursday, Friday, and all of the following week. <i>Offices will close after work on Wednesday, December 20, 2017 and reopen on Tuesday, January 2, 2018</i>	Christmas Recess	Fall semester ends Friday, 12/14/17 Spring semester starts 1/16/18
January 15, 2018 *	Monday	Martin Luther King Day	Same as Office Calendar.
March 9, 2018**	Friday	Spring Break	Spring Break begins after last class on Sunday, 3/4/18 and classes resume on Monday, 3/12/18.
March 29, 30, 2018 ** April 2, 2018	Thursday, Friday, Monday	Easter Recess – Offices close after work on Wednesday, March 28 and reopen on Tuesday, April 3, 2018	Same as Office Calendar.
May 28, 2018* **	Monday	Memorial Day	Same as Office Calendar.

* Legal/Federal Holiday ** Employees should refer to the university's Holiday Policy, B06, regarding holiday pay eligibility. Spring break is an unpaid university holiday for FTS positions. Easter Recess is also referred to as Winter Recess in the university's Holiday Policy, B06.