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DATE: December 13, 2011  
TO: University Community  
FROM: Louis P. DeSol  
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SUBJECT: 2012-2013 University Operations Holiday Schedule

The 2012-2013 Holiday Closing Schedule appears below. It reflects the seven major holidays, observed as they occur during the year, and the three deferred holidays observed during the period between Christmas and the New Year.

**2012-2013  
UNIVERSITY OPERATIONS HOLIDAY SCHEDULE**

New Year's Day (observed)	01/02/12	Monday
Dr. Martin Luther King, Jr. Day	01/16/12 <sup>1</sup>	Monday
Memorial Day	05/28/12	Monday
Independence Day	07/04/12	Wednesday
Labor Day	09/03/12	Monday
Thanksgiving Day	11/22/12	Thursday
Friday after Thanksgiving Day	11/23/12 <sup>2</sup>	Friday
Christmas Day	12/25/12	Tuesday
	12/26/12 <sup>3</sup>	Wednesday
	12/27/12 <sup>4</sup>	Thursday
	12/28/12 <sup>4</sup>	Friday
	12/31/12 <sup>4</sup>	Monday
New Year's Day (2013)	01/01/13	Tuesday

<sup>1</sup> This holiday is treated as a major holiday for all employees.

<sup>2</sup> All University operations, except University Police services and other designated services, will be suspended on Friday, November 23, 2012. It is not an official holiday except for those people covered under the AFSCME bargaining unit. All other staff are encouraged to apply for annual or personal leave in lieu of reporting to work on that day. Those who wish to report for duty will be given appropriate assignments by their supervisors. Employees requesting annual or personal leave must submit a Request for Leave form to their supervisor by November 14, 2012.

<sup>3</sup> All University operations, except University Police services and other designated services, will be suspended on Wednesday, December 26, 2012. All other staff are encouraged to apply for annual or personal leave in lieu of reporting to work on that day. Those who wish to report for duty will be given appropriate assignments by their supervisors. Employees requesting annual or personal leave must submit a Request for Leave form to their supervisor by December 12, 2012.

<sup>4</sup> These days account for the three deferred holidays: Presidents' Day (Monday, February 20, 2012), Columbus Day (Monday, October 8, 2012), and Veterans Day (Monday, November 12, 2012).