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**DATE: December 14, 2021**

**TO:** Full-Time Faculty and Staff

**RE:** 2022-2023 Holiday and Break Day Schedule

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| July 4, 2022 (Monday) | Independence Day | University offices closed – Please note the University will be open on Friday, July 8, 2022 |
| September 5, 2022 (Monday) | Labor Day | University offices closed |
| November 22, 2022 (Tuesday) | Break Day | University offices closed |
| November 23, 2022 (Wednesday) | Break Day | University offices closed |
| November 24, 2022 (Thursday) | Thanksgiving | University offices closed |
| November 25, 2022 (Friday) | Break Day | University offices closed |
| December 19 - 23, 2022 (Monday - Friday) | Break Days | University offices closed |
| December 26 – 30, 2022 (Monday - Friday) | Break Days | University offices closed |
| January 16, 2023 (Monday) | Martin Luther King Jr. Day | University offices closed |
| March 13 - 17, 2023 (Monday – Friday) | Spring Break | University offices closed |
| April 7, 2023 (Friday) | Good Friday | University offices closed |
| May 29, 2023 (Monday) | Memorial Day | University offices closed |

**Summer 2022 Friday Closures**

The University is closed eight Fridays for the months of June and July. Summer 2022, University offices on the campus will close every Friday beginning Friday, June 3, 2022 through Friday, July 29, 2022, with the exception of Friday, July 8th. Normal business hours will resume on Monday, August 1, 2022. All University offices will remain open Monday-Thursday from 8:00 am to 5:00 pm. Departments may choose for operational reasons to remain open normal hours Monday-Friday. In this event, the department’s supervisor will prepare a schedule providing a day off in lieu of Friday for each employee. There is no additional compensation for summer break days.