



EMPLOYEE SERVICES

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# Holidays

Each campus has adopted its own holiday schedule, based upon its operating schedule:

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## CU-Boulder Holiday Schedule

2017 Date	Day of the Week	Holiday
Jan. 2	Monday	The day after New Year's Day
Jan. 16	Monday	Martin Luther King, Jr. Day
March 31	Friday	Spring Break
May 29	Monday	Memorial Day
July 4	Tuesday	Independence Day
Sept. 4	Monday	Labor Day
Nov. 23	Thursday	Thanksgiving Day
Nov. 24	Friday	The day after Thanksgiving
Dec. 25	Monday	Christmas Day
Dec. 26	Tuesday	The day after Christmas

## UCCS Holiday Schedule

2017 Date	Day of the Week	Holiday
Jan. 2	Monday	In observance of New Year's Day
Jan. 16	Monday	Martin Luther King, Jr. Day
May 29	Monday	Memorial Day
July 4	Tuesday	Independence Day
Sept. 4	Monday	Labor Day
Nov. 23	Thursday	Thanksgiving Day
Nov. 24	Friday	Floating Holiday (Columbus Day)
Dec. 25	Monday	Christmas Day
Dec. 26	Tuesday	Floating Holiday (Veteran's Day)
Dec. 29	Friday	Floating Holiday (President's Day)

2017 Date	Day of the Week	Holiday
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**NOTE:** Department Directors have the discretion to grant requests for Cesar Chavez Day (March 31) in lieu of another holiday within the same fiscal year. Prior to granting such requests, please contact the Human Resources Office.

### CU Denver Holiday Schedule

2017 Date	Day of the Week	Holiday
Jan. 2	Monday	In observance of New Year's Day
May 29	Monday	Memorial Day
July 4	Tuesday	Independence Day
Sept. 4	Monday	Labor Day
Nov. 23	Thursday	Thanksgiving Day
Dec. 25	Monday	Christmas Day
Dec. 26	Tuesday	
Dec. 27	Wednesday	
Dec. 28	Thursday	
Dec. 29	Friday	

### CU Anschutz Medical Campus Holiday Schedule

2017 Date	Day of the week	Holiday
Jan. 2	Monday	In observance of New Year's Day
Jan. 16	Monday	Martin Luther King, Jr. Day
Feb. 20	Monday	President's Day
May 29	Monday	Memorial Day
July 4	Tuesday	Independence Day
Sept. 4	Monday	Labor Day
Nov. 23	Thursday	Thanksgiving Day
Nov. 24	Friday	The day after Thanksgiving
Dec. 25	Monday	Christmas Day
Dec. 26	Tuesday	The day after Christmas

### CU System Administration Holiday Schedule

2017 Date	Day of the Week	Holiday
Jan. 2	Monday	In observance of New Year's Day
Jan. 16	Monday	Martin Luther King, Jr. Day
May 29	Monday	Memorial Day
July 4	Tuesday	Independence Day
Sept. 4	Monday	Labor Day
Nov. 23	Thursday	Thanksgiving Day
Nov. 24	Friday	The day after Thanksgiving
Dec. 25	Monday	Christmas Day
Dec. 26	Tuesday	The day after Christmas
Dec. 29	Friday	In observance of New Year's Eve

For employees of campuses observing alternate holiday schedules, the alternate schedules are used in the application of all provisions of the holiday leave rules for classified employees. For example, if Presidents' Day, which is normally observed in February, is observed in June under an alternate holiday schedule, and an employee quits in April after having worked the statutory holiday (before the holiday is observed by the campus). In this scenario, the employee is not paid holiday leave on termination for having worked the statutory date. However, an employee who begins work in April is paid for the alternate holiday when it is observed in June.

## **Holiday Leave for Flex Schedules**

Full-time employees are entitled to eight hours of holiday leave for each holiday. If an employee is on a nine-hour or 10-hour flex schedule, either a leave slip must be submitted for the extra one or two hours for the holiday, or the employee must arrange to make up the time during the same week in which the holiday occurs.

For a full-time employee to receive a full day of holiday leave, he/she must work or be on paid leave status for either the last scheduled work day before the holiday or the first scheduled workday after the holiday (both are not required). The employee may be on unpaid leave status for the other days of the month without affecting his/her holiday leave eligibility. Contact your campus human resources department for specific examples.

## **Part-Time Holiday Leave**

Holiday leave for part-time employees is pro-rated based on the number of hours an employee works or is on paid leave, in the month the holiday occurs.

### **Groups audience:**

Employee Services

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**Source URL:** <http://www.cu.edu/employee-services/holidays-0>

### **Links:**

[1] <http://www.colorado.edu/hr/>