University of Colorado

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

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

2015 ?Date	?Day of the Week	?Holiday
Jan. 1	?Thursday	?New Year's Day
Jan. 2	Friday	Day After New Year's Day
Jan. 19	?Monday	Martin Luther King, Jr. Day?
March 27	?Friday	?Spring Break
?May 25	Monday	Memorial Day
?July 3	Friday	Day Before Independence Day
Sept. 7	?Monday	?Labor Day
Nov. 26	?Thursday	?Thanksgiving
?Nov. 27	?Friday	?Day After Thanksgiving
Dec. 24	Thursday	?Christmas Eve
?Dec. 25	?Friday	?Christmas Day

CU Colorado Springs Holiday Schedule

2015 ?Date	?Day of the Week	?Holiday
Jan. 1	Thursday	?New Year's Day
Jan. 2	Friday	President's Day, Floating Holiday Assigned
Jan. 19	Monday	Martin Luther King, Jr. Day?

May 25	Monday	Memorial Day
July 3	Friday	Independence Day
Sept. 7	Monday	Labor Day
Nov. 26	Thursday	Thanksgiving Day
Nov. 27	Friday	Columbus Day, Floating Holiday assigned
Dec. 24	Thursday	Veterans Day, Floating Holiday assigned
Dec. 25	Friday	Christmas Day
Dec. 31	Thursday	President's Day, Floating Holiday assigned
Jan. 1, 2016	Friday	New Year's Day
Jan. 18, 2016	Monday	Martin Luther King Jr., Birthday
May 30, 2016	Monday	Memorial Day

NOTE: Department directors have the discretion to grant requests for Cesar Chavez Day (May 31) in lieu of another holiday within the same fiscal year. Please contact the Human Resources Office before granting such requests.

CU Denver Holiday Schedule

2015 DATE	DAY OF THE WEEK	HOLIDAY
July 3	Friday	Independence Day (observed)
Sept. 7	Monday	Labor Day
Nov. 26	Thursday	Thanksgiving
Dec. 25	Friday	Christmas
Dec. 28	Monday	
Dec. 29	Tuesday	
Dec. 30	Wednesday	
Dec. 31	Thursday	
Jan. 1, 2016	Friday	New Year's Day
May 30, 2016	Monday	Memorial Day

If you have questions about the CU Denver 2015-2016 Fiscal Year Holiday Schedule please visit the CU Denver/Anschutz HR website for updates [2].

CU Anschutz Medical Campus Holiday Schedule

2015 DATE	DAY OF THE WEEK	HOLIDAY
July 3	Friday	Independence Day (observed)
Sept. 7	Monday	Labor Day
Nov. 26	Thursday	Thanksgiving

2015 DATE	DAY OF THE WEEK	HOLIDAY
Nov. 27	Friday	
Dec. 24	Thursday	Christmas Eve
Dec. 25	Friday	Christmas
Jan. 1, 2016	Friday	New Year's Day
Jan. 18, 2016	Monday	Martin Luther King Jr. Day
Feb. 15	Monday	Presidents' Day
May 30, 2016	Monday	Memorial Day

If you have questions about the CU Anschutz 2015-2016 Fiscal Year Holiday Schedule please visit the CU Denver/Anschutz HR website for updates [2].

CU System Administration Holiday Schedule

2015 ?Date	?Day of the Week	?Holiday
Jan. 1	?Thursday	?New Year's Day
Jan. 2	Friday	Day After New Year's Day
Jan. 19	?Monday	Martin Luther King, Jr. Day?
May 25	?Monday	?Memorial Day
?July 3	Friday	Day Before Independence Day
?Sept. 7	?Monday	?Labor Day
?Nov. 26	?Thursday	?Thanksgiving
?Nov. 27	?Friday	?Day After Thanksgiving Day
?Dec. 24	?Thursday	?Christmas Eve
?Dec. 25	?Friday	?Christmas Day
Dec. 31	Thursday	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.

Attachments:
Video:
Images:
Groups audience:
Employee Services

Source URL: https://www.cu.edu/employee-services/business-partners-ppldrl/business-partner-resources/employee-services-procedure-74

Links:
[1] http://hr.colorado.edu/Pages/default.aspx
[2] http://www.ucdenver.edu/hr