

2018 CALENDAR

This information is subject to change pursuant to direction from the New York State Department of Civil Service and pending results of current contract negotiations. This holiday calendar can also be found on this site:
www.upstate.edu/payroll/pdf/calendar/general/upstate_annual_calendar.pdf

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
JANUARY						
	New Year's Day 1	2	3	4	5	6
7	8	9	10	11	12	13
14	Dr. Martin Luther King, Jr. Day 15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
FEBRUARY						
BLACK HISTORY MONTH				1	2	3
4	5	6	7	8	9	10
11	Lincoln's Birthday (Observed) 12	13	14	15	16	17
18	Washington's Birthday (Observed) 19	Ash Wednesday 20	21	22	23	24
25	26	27	28			
MARCH						
NATIONAL NUTRITION MONTH				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Palm Sunday				Good Friday		Passover Begins
APRIL						
1	2	3	4	5	6	7
Easter						Passover Ends
8	9	10	11	12	13	14
15	16	17	18	19	20	21
National Volunteer Week 15-21						American HeartWalk
22	23	24	25	26	27	28
			Administrative Professionals Day	Volunteer Appreciation Luncheon		
29	30					

STATE HOLIDAY TYPE KEY:

* The status of Election Day as a floating holiday has not yet been determined by the State.

** When a holiday falls on a Sunday, it is generally observed on the following Monday for a New York State or Research Foundation employee who is entitled to time off with pay on days observed as holidays by the State as an employer.

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RED: All Upstate units and departments on holiday schedule, staffing for essential services only. Eligible employees in CSEA and PEF bargaining units scheduled or directed to work on red holidays will earn a compensatory day off to be used at a mutually convenient date, or will earn additional pay for time worked based on chosen option. Eligible employees in the UUP bargaining unit, Research Foundation (RF) and Management/Confidential (M/C) designated employees who are required to work, shall receive a compensatory day off to be used at a mutually convenient date. For eligible CSEA and PEF represented employees, time worked on Thanksgiving and/or Christmas will be earned (compensatory time or additional compensation, based on employee's chosen option) at a rate of time and one-half. Eligible UUP represented employees, who are required to work Thanksgiving and/or Christmas shall be granted one and one half compensatory days off to be scheduled at times mutually

convenient to the employee and Upstate. For UUP and CSEA (ASU and OSU only) represented employees and M/C designated employees, accruals (holiday comp) must be used within one year of accrual or forfeited.

PINK: All Upstate units and departments, including Hospital departments, are on adjusted staffing, based on departmental operating needs and provision of essential services. For UUP represented employees only, the day after Thanksgiving is designated by the President of Upstate as a floating holiday in lieu of Washington's Birthday (observed). All other eligible employees (CSEA, PEF, RF, and M/C) whose requests for time off are approved must charge the time to appropriate accruals. Employees who wish to work must be permitted to do so if it is their normally scheduled workday.

GREEN: All hospital services, units and departments continue on regular operative schedules. All other Upstate units and departments must be operative. Departments must: (1) canvass for volunteers; then (2) assign employees on a seniority basis (job function and shift) for staffing sufficient to maintain regular operations. Eligible CSEA and PEF represented employees scheduled or directed to work will earn a compensatory day to be used at a mutually convenient date or will earn additional pay for time worked based on chosen option. Eligible RF, unclassified M/C and UUP represented employees required to work, shall be granted a compensatory day off for use at a mutually convenient date. Washington's Birthday (observed) shall be a regular workday for UUP represented employees. For UUP and CSEA (ASU & OSU only) represented employees and M/C designated employees, accruals (holiday comp) must be used within one year of accrual or forfeited.

PALE GREEN: For all Upstate units and departments, the State has designated this day as a floating holiday for eligible employees. This designation will apply to both eligible State and RF employees. Employees who are not scheduled to work or are scheduled or directed to work who are eligible to observe holidays, will receive a compensatory day off to be used at a mutually convenient date. The floating holiday may be charged in quarter hour increments for CSEA and PEF represented employees. The accrued holiday must be used no later than February 11, 2019, for CSEA and PEF represented employees.

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
MAY						
ON MY OWN TIME thru 5/31		1	2	3	4	5
6	7	8	9	10	11	12
National Nurses and Hospital Week May 6-12		Advocates Annual Meeting/Lunch				
13	14	15	16	17	18	19
Mother's Day						
20	21	22	23	24	25	26
Commencement						
27	Memorial Day 28	29	30	31		
JUNE						
					1	2
					Paige's Butterfly Run	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
Father's Day		President's Employee Recognition Awards		Eid al-Fitre		
24	25	26	27	28	29	30
JULY						
1	2	3	4	5	6	7
			Independence Day			
8	9	10	11	12	13	14
15	16	17	18	19	20	21
			Lukia's Hole for Hope		Upstate Open Golf Tournament	
22	23	24	25	26	27	28
29	30	31				
AUGUST						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
			Eid al-Adha			
26	27	28	29	30	31	

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
SEPTEMBER						
NATIONAL HISPANIC HERITAGE MONTH Sept. 15 - Oct. 15						1
2	3	4	5	6	7	8
	Labor Day			Employee Recognition Day		
9	10	11	12	13	14	15
	Rosh Hashanah		Fall Faculty Convocation			
16	17	18	19	20	21	22
			Yom Kippur		Sept. 21 - 22 COM Reunion	
23	24	25	26	27	28	29
30						
OCTOBER						
	1	2	3	4	5	6
7	8	9	10	11	12	13
	Columbus Day					
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
NOVEMBER						
NATIVE AMERICAN MONTH				1	2	3
4	5	6	7	8	9	10
		Election Day*				
11	12	13	14	15	16	17
	Veteran's Day** (Observed)				Upstate Gala	
18	19	20	21	22	23	24
			Thanksgiving	Day After Thanksgiving		
25	26	27	28	29	30	
DECEMBER						
						1
2	3	4	5	6	7	8
	Hanukkah Begins					
9	10	11	12	13	14	15
	Hanukkah Ends					
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	Christmas Day				

UPSTATE

MEDICAL UNIVERSITY

ACADEMIC CALENDARS

COLLEGES OF MEDICINE • HEALTH PROFESSIONS • NURSING • GRADUATE STUDIES

This holiday calendar can also be found on this site: www.upstate.edu/payroll/pdf/calendar/general/upstate_annual_calendar.pdf

SPRING 2018

COLLEGE

COGS/CHP/CON	Dec 18 - Jan 12	Nonmatriculated Student Registration
All	Mon Jan 8	SPRING SEMESTER Begins
All	Mon Jan 15	Martin Luther King Day - No Classes
CON	Tues Jan 16	SPRING SEMESTER Nursing Courses Begin
All	Tues Jan 16	30% Tuition Liability for full semester courses (except Nursing courses)
COGS/CHP/CON	Fri Jan 19	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri Jan 19	Last Day to Drop a full semester course without a grade
All	Mon Jan 22	50% Tuition Liability for full semester courses (30% Nursing courses)
All	Mon Jan 29	70% Tuition Liability for full semester courses (50% Nursing courses)
All	Mon Feb 5	100% Tuition Liability for full semester courses (70% Nursing courses)
CON	Mon Feb 12	100% Tuition Liability Nursing courses
CHP	Sat Feb 24	Spring Vacation Begins Perfusion Sr and Rad Ther Sr Students
CHP/CON	Fri Mar 2	Mid-Semester Grades Due
CHP/CON	Sat Mar 3	Spring Vacation Begins (except PT Year 3, Perfusion Sr, PA and Rad Ther Sr)
CHP	Mon Mar 5	Classes Resume Perfusion Sr and Rad Ther Sr Students
CHP/CON	Mon Mar 12	Classes Resume (except PT Year 3, Perfusion Sr, PA and Rad Ther Sr)
CHP/CON	Mar 12-23	Summer Semester Open Enrollment - Matriculated Students
COGS/CHP	Sat Mar 17	Spring Vacation Begins Graduate Studies Students and PA Students
CHP/CON	Mar 26 - April 13	Fall Semester Open Enrollment - Matriculated Students
COGS/CHP	Mon Mar 26	Classes Resume Graduate Studies Students and PA Students
CHP/CON	Wed Mar 28	75% of the Semester Completed (WP/WF grades assigned)
All	Fri Mar 30	Good Friday - contact faculty if unable to attend due to religious beliefs
COM	Fri Mar 30	Last Day of Classes MSII
All	Mar 31 - Apr 7	Passover - contact faculty if unable to attend due to religious beliefs
CHP/CON	Mon April 23	Last Day of Classes (except PT Year 3 and PA)
CHP/CON	Tues April 24	Study Day
CHP/CON	Apr 25 -30	Final Exams (No exams on Sunday)
CON/CHP/COM	Fri May 4	Spring Semester Ends - MSIV, Nursing, & Health Professions (except PT Year 3)
COM	Mon May 14	Deadline to Sit for USMLE Step 1 (Class of 2020)
COM	Fri May 18	Spring Semester Ends MSII
All	Sun May 20	COMMENCEMENT Ceremony
All	Sun May 20	Degree Conferral for Spring Graduates
COM	Sun May 27	Semester Ends MSI and MSIII
All	Mon May 28	Memorial Day - No Classes
COM/COGS/CHP	Fri June 8	Semester Ends Graduate Studies, PT Year 3
All	Sun June 10	Alternate Degree Conferral for Spring Graduates

SUMMER 2018

COLLEGE

CHP/CON	Apr 23 - May 11	Nonmatriculated Student Registration
CHP/CON	Mon May 7	SUMMER SEMESTER Begins (except as otherwise noted)
CHP/CON	Fri May 11	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri May 11	Last Day to Drop a full semester course without a grade
CHP/CON	Mon May 14	30% Tuition Liability for full semester courses
CHP/CON	Mon May 21	50% Tuition Liability for full semester courses
All	Mon May 28	Memorial Day - No Classes
CHP/CON	Tues May 29	70% Tuition Liability for full semester courses
CHP/CON	Mon June 4	100% Tuition Liability for full semester courses
CHP	June 7-8	New Student Orientation (as assigned)
CHP	Mon June 11	PA & PT Incoming Student SUMMER SEMESTER Begins
CHP	Sat June 16	Med Tech & Med Biotech vacation begins
CHP	Sat June 23	Perfusion vacation begins
CHP	Mon June 25	Med Tech & Med Biotech Classes Resume
CHP	Wed June 27	Last Day of Arts and Sciences Classes
CHP	Mon July 2	Perfusion Classes Resume
CON	Tues July 3	Last Day of Classes for Nursing
All	Wed July 4	Independence Day Observed - No Classes
CHP	Fri July 6	Last Day of Classes for Medical Imaging BPS
CHP	Fri July 20	Last Day of Classes Respiratory Care
CHP	Fri July 27	Last Day of Classes for Med Tech Jr & Med Biotech Jr
CHP	Fri Aug 3	Last Day of Classes for Medical Imaging BS
CHP	Fri Aug 10	Last Day of Classes for Rad Ther Jr
CHP	Fri Aug 17	Last Day of Classes for Perfusion and Transitional PT
CHP/CON	Tues Aug 21	Summer Semester Ends
All	Thurs Aug 30	Degree Conferral for Summer Graduates

FALL 2018

COLLEGE

CHP	Mon May 7	Med Scholars Year 2 Semester Begins
COM	Mon May 14	Deadline to Sit for USMLE Step 1 (Class of 2020)
COM	May 21-25	Clinical Orientation MS III (Required) **Syracuse students only**
COM	Mon May 28	Memorial Day - No Classes
COM	Tues May 29	MS III & MS IV Fall Semester Begins
COM	Mon June 4	30% Tuition Liability for MSIII and MSIV
CHP	Mon June 11	PT Year 2 & 3 Fall Semester Begins
COM	Mon June 11	50% Tuition Liability for MSIII and MSIV
All	Fri June 15	E'Id al-Fitre - contact faculty if unable to attend due to religious beliefs
COM	Mon June 18	70% Tuition Liability for MSIII and MSIV
COM	Mon June 25	100% Tuition Liability for MSIII and MSIV
All	Wed July 4	Independence Day Observed - No Classes
COGS	Jul 23 - Aug 3	Fall Semester Open Enrollment - Matriculated Students
COM	Aug 9-10	New Student Orientation (as assigned)
COM	Mon Aug 13	MSI, MSII, & Med Scholars Year 1 Fall Semester Begins
COGS/CHP/CON	Aug 13 - 31	Nonmatriculated Student Registration
COM/CHP	Mon Aug 20	30% Tuition Liability for MSI, MSII, & Med Scholars Year 1
All	Wed Aug 22	E'Id al-Adha - contact faculty if unable to attend due to religious beliefs
All	Aug 23-24	New Student Orientation (as assigned)
All	Mon Aug 27	FALL SEMESTER Begins (unless otherwise noted)
COM/CHP	Mon Aug 27	50% Tuition Liability for MSI, MSII, & Med Scholars Year 1
All	Mon Sept 3	Labor Day - No Classes
All	Tues Sept 4	30% Tuition Liability (unless otherwise noted); 70% MSI, MSII, & Year 1 Med Scholars
COGS/CHP/CON	Fri Sept 7	Last Day to Add or Drop courses without a late fee
CHP/CON	Fri Sept 7	Last Day to Drop a full semester course without a grade
All	Mon Sept 10	50% Tuition Liability (unless otherwise noted); 100% MSI, MSII, & Year 1 Med Scholars
All	Mon Sept 17	70% Tuition Liability (unless otherwise noted)
All	Sept 10-11	Rosh Hashanah - contact faculty if unable to attend due to religious beliefs
All	Wed Sept 19	Yom Kippur - contact faculty if unable to attend due to religious beliefs
All	Mon Sept 24	100% Tuition Liability (unless otherwise noted)
All	Mon Oct 8	Columbus Day - No Classes
CHP/CON	Tues Oct 9	Fall Break - No Classes (Except PA students)
CHP/CON	Fri Oct 19	Mid-Semester Grades Due
CHP/CON	Oct 22 - Nov 9	Spring Semester Open Enrollment-Matriculated Students
CHP/CON	Fri Nov 9	75% of the Semester Completed (WP/WF grades assigned)
All	Thurs Nov 22	THANKSGIVING Vacation Begins
COGS	Nov 26 - Dec 7	Spring Semester Open Enrollment-Matriculated Students
All	Mon Nov 26	Classes Resume
COM	Sat Dec 1	Deadline to Sit for USMLE Step II CS & CK (Class of 2019)
CHP/CON	Mon Dec 10	Last Day of Classes
CHP/CON	Tues Dec 11	Study Day
CHP/CON	Dec 12-17	Final Exams (No exams on Sunday)
All	Sat Dec 22	Fall Semester Ends
All	Sun Dec 30	Degree Conferral for Fall Graduates

COLLEGE CODES

COGS College of Graduate Studies
 CHP College of Health Professions
 COM College of Medicine
 CON College of Nursing

Note: COM MSIII and MSIV students should refer to holiday policy for time off