



NEW YORK INSTITUTE OF TECHNOLOGY

Memo

Office of Human Resources
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DATE: September 17, 2008
TO: NYIT Community
FROM: Office of Human Resources
SUBJECT: 2009 Holiday Schedule

New York Institute of Technology will recognize the following schedule of holidays in 2009 for U.S. based employees. This schedule does not apply to employees covered under separate collective bargaining agreements. Additionally, employees in certain departments may be required to work on designated holidays, pursuant to the request of their supervisors.

New Year's Day	Thursday	January 1, 2009
	Friday	January 2, 2009
Dr. Martin Luther King Jr. Day	Monday	January 19, 2009
President's Day	Monday	February 16, 2009
Spring Weekend	Friday	March 20, 2009
Memorial Day	Monday	May 25, 2009
Independence Day	Friday	July 3, 2009
Labor Day	Monday	September 7, 2009
Columbus Day	Monday	October 12, 2009
Thanksgiving Recess	Wednesday	November 25, 2009
	Thursday	November 26, 2009
	Friday	November 27, 2009
Winter Recess	Thursday	December 24, 2009
	Friday	December 25, 2009
	Monday	December 28, 2009*
	Tuesday	December 29, 2009*
	Wednesday	December 30, 2009*
New Year's Eve	Thursday	December 31, 2009

*Employees are required to use their vacation and/or personal days. If you need any additional information, please feel free to contact the Office of Human Resources at (516) 686-7667.