<table>
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<th>JANUARY</th>
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<td><strong>FEBRUARY</strong></td>
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**STATE HOLIDAY TYPE KEY:**
- 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 and 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, PEF & UUP 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. For UUP and CSEA (ASU and OSU) only represented employees and M/C designated employees, accrual (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 department 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 and M/C) whose requests for time off are approved must change 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 operating schedules. All other Upstate units and departments must be operated. 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, 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, accrual (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, 2020, for CSEA and PEF represented employees.

**STATE HOLIDAY TYPE KEY:**
- *The status of Election Day as a floating holiday has not yet been determined by the State.*

This information is subject to change pursuant to direction from the New York State Department of Civil Service.

This holiday calendar can also be found on this site: [www.upstate.edu/payroll/pdf/calendar/general/upstate_annual_calendar.pdf](http://www.upstate.edu/payroll/pdf/calendar/general/upstate_annual_calendar.pdf)
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COLLEGE
C O M                               Mon    May    6             Med Scholars Year 2 Semester Begins
C O M                               Mon    May 13            Deadline to Sit for USMLE Step 1 (Class of 2021)
C O M                               May    20-24           Clinical Orientation MS III (Required)
C O M                               Mon    May 27            Memorial Day - No Classes
C O M                               Tues    May 28          MS III & MS IV Fall Semester Begins
C O M                               Mon    June 3             30% Tuition Liability for MSIII and MSIV
C O M                               Wed    June 5              E’d al-Fi tre - contact faculty if unable to attend
due to religious beliefs
C H P                               Mon    June 10          PT Year 3 Fall Semester Begins
C O M                               Mon    June 10          50% Tuition Liability for MSII and MSIV
C O M                               Mon    June 17          70% Tuition Liability for MSII and MSIV
C O M                               Mon    June 24          100% Tuition Liability for MSIII and MSIV
C O M                               Thurs    July 4           Independence Day Observed - No Classes
C O G S                              Jul    22 - Aug 2        Fall Semester Open Enrollment - Matriculated
C O M                               Aug    8-9               New Student Orientation (as assigned)
C O M/ C H P/ C O N                 Mon    Aug 12          MSII, MSIII, & Med Scholars Year 1 Fall Semester Begins
C O G S/ C H P/ C O N               Aug    12 - 30        Fall Semester Nonmatriculated Student Registration
                                                 (unless otherwise noted)
                                                 E’d al-Adha - contact faculty if unable to attend
due to religious beliefs
C O M                                 Aug    19             30% Tuition Liability for MSII, MSIII, & Med
                                                 Scholars Year 1
C O M/ C H P/ C O N                 Aug    26             New Student Orientation (as assigned)
C O M/ C H P/ C O N                 Aug    26             FALL SEMESTER Begins
                                                 (unless otherwise noted)
                                                 50% Tuition Liability for MSII, MSIII, & Med
                                                 Scholars Year 1
C O M                                 Aug    26             Labor Day - No Classes
C O M                                 Aug    26             30% Tuition Liability (unless otherwise noted);
                                                 70% MSII, MSIII, & Year 1 Med Scholars
C O M                                 Aug    26             New Student Orientation (as assigned)
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