



MEMORANDUM

TO: Faculty and Staff

FROM: Office of Human Resources

DATE: May 25, 2011

SUBJECT: **FY 2012 HOLIDAY ANNOUNCEMENT**
(July 1, 2011 through June 30, 2012)

Southeastern Oklahoma State University is pleased to support a benefits package which recognizes a total of **20 paid holidays for the new FY 2012 year**. Following is a list of dates that our offices will be closed:

Holiday	Date	Day(s) of Week	Number of Days
Independence Day	July 4	M	1
Labor Day	September 5	M	1
Fall Break	October 20-21	Th, F	2
Thanksgiving	November 23, 24, 25	W, Th, F	3
Christmas/New Year	December 23 & 26-30	F / M-F	6
<i>Martin Luther King, Jr.</i>	<i>January 16</i> <i>(Classes cancelled - Offices open)</i>	<i>M</i>	<i>0</i>
Spring Break	March 19-23	M-F	5
Easter/Good Friday	April 6	F	1
Memorial Day	May 28	M	1