

Employee Holiday and Work Schedule Information - Academic Year 2024-2025

July 22, 2024

The College Will Be Closed:

Labor Day	Monday, September 2, 2024
Rosh Hashanah Classes will not be held after 4 pm on Wednesday, October 2, 2024	Thursday, October 3, 2024 Friday, October 4, 2024
Yom Kippur Classes will not be held after 4 pm on Friday, October 11, 2024.	Saturday, October 12, 2024
Thanksgiving Holiday	Thursday, November 28, 2024 Friday, November 29, 2024
Day Preceding Christmas	Tuesday, December 24, 2024
Christmas Day	Wednesday, December 25, 2024
College Designated Closed Days Between Christmas and New Year's Holidays	Thursday, December 26, 2024 Friday, December 27, 2024 Monday, December 30, 2024
Day Preceding New Year's	Tuesday, December 31, 2024
New Year's Day	Wednesday, January 1, 2025
Martin Luther King Jr. Day	Monday, January 20, 2025
President's Day	Monday, February 17, 2025
Good Friday	Friday, April 18, 2025
Memorial Day	Monday, May 26, 2025
Juneteenth	Thursday, June 19, 2025
Independence Day	Friday, July 4, 2025
Friday Closings During Summer Recess 2025 The college will be open on: Friday, May 30, 2025 Friday, June 20, 2025	Friday, May 23, 2025 Friday, June 6, 2025 Friday, June 13, 2025 Friday, June 27, 2025 Friday, July 11, 2025 Friday, July 18, 2025 Friday, July 25, 2025 Friday, August 1, 2025 Friday, August 8, 2025 Friday, August 15, 2025

Full-time employees eligible* for shorter hours (30-hour work week) will begin their shorter hour schedule effective Monday, May 19, 2025. Shorter hours end on Sunday, August 17, 2025.

**Bargaining Unit Employees become eligible for shorter hours the first day of the fiscal year (July 1) following five (5) years of full-time service.*

Optional Holidays (Full-Time Staff and Administration Only) The college will be open during these holidays. Employees may take a day off on the holiday or any day thereafter with the approval of their supervisors.

Columbus Day	Monday, October 14, 2024
Election Day	Tuesday, November 5, 2024
Veterans Day	Monday, November 11, 2024
Lincoln's Birthday	Wednesday, February 12, 2025

Work Hours During Recess Periods (Full-Time Bargaining Staff Only)

Bargaining Employees appointed to full-time staff positions on or after December 1, 1994 shall work 35 hours per week. Such employees shall become eligible to work 30 hours per week (shorter hours) during the following recess periods on the first day of the fiscal year (July 1st) following five years of continuous full-time service:

Winter Recess	Monday, December 23, 2024 through and including Thursday, January 23, 2025
Spring Recess	Monday, April 14, 2025 through and including Sunday, April 20, 2025
Summer Recess	Monday, May 19, 2025 through and including Sunday, August 17, 2025

THIS SCHEDULE IS SUBJECT TO CHANGE DUE TO EVENTS BEYOND FIT'S CONTROL.

This information applies to all FIT and related auxiliary corporation employees.

Please contact the Office of Human Resources at the [HR Solution Center](#) with any questions.