

The Old Dominion University Research Foundation follows the same schedule and holiday leave policies as the University. The University modifies the Commonwealth's schedule to fit the academic year schedule. The 2008 Holiday Schedule was approved by President Runte and is listed below.

Please note that in 2008, the December break will start on Wednesday, December 24, 2008 and run through Sunday, January 4, 2009. The number of holidays needed to cover the entire break is 4 hours short (holidays cover the break through noon on Friday, January 2, 2009). Therefore, employees eligible for paid leave must take leave (with or without pay) to cover the 4 hours for the afternoon of Friday, January 2, 2009

We hope that this much advance notice will ensure that employees maintain the necessary leave hours to cover this time. If you have any questions concerning the 2008 holiday schedule or the requirement that staff eligible for paid leave use 4 hours of leave to cover the December break please contact Alan Bohache, Director of Human Resources, at 683-4293, ext. 200 abohache@odu.edu .

2008 Holiday Schedule

The University's 2008 Holiday Schedule is listed below and is consistent with the academic schedule. The Research Foundation follows the University schedule and holiday policies.

2008 HOLIDAY SCHEDULE:

Monday	January 21, 2008	Martin Luther King, Jr. Day
Monday	May 26, 2008	Memorial Day
Friday	July 4, 2008	Independence Day
Monday	September 1, 2008	Labor Day
Wednesday	November 26 (1/2 day)	Day before Thanksgiving, close @ noon
Thursday	November 27, 2008	Thanksgiving Day
Friday	November 28, 2008	Day after Thanksgiving
Wednesday	December 24, 2008	Christmas Eve
Thursday	December 25, 2008	Christmas Day
Friday	December 26, 2008	Holiday
Monday	December 29, 2008	Holiday
Tuesday	December 30, 2008	Holiday
Wednesday	December 31, 2008	Holiday

Thursday	January 1, 2009	New Year's Day
Friday	January 2, 2009	Holiday*

*** Paid leave eligible employees must use 4 hours of paid annual leave to receive full pay for January 2, 2009. Employees who do not have annual leave available will not be paid for the 4 hours time.**

Please direct any questions concerning the holiday schedule to the Department of Human Resources