

MEMORANDUM

TO: UAH Faculty, Staff and Students

FROM: Robert A. Altenkirch, President

DATE: October 19, 2014

SUBJECT: Winter Break Schedule

Winter Break this year is scheduled for December 24 through 31, which includes 6 paid holidays, and January 1, 2015 is the New Year's Holiday, a paid holiday as well. January 2, 2015, when the University is scheduled to reopen, is on a Friday. To recognize everyone's hard work and contributions as we enter into the Holiday Season, and to avoid opening the campus for one day in a week when many employees may be traveling back from visiting family and friends on New Year's Day, UAH will be closed Friday, January 2, 2015. The campus will reopen on Monday, January 5, 2015.

Enjoy the upcoming Holiday Season!

Thanks,

Bob