

San Jose State University Research Foundation

DATE: November 7, 2023
TO: SJSU Research Foundation Employees
FROM: Ranjit Kaur, Director, Human Resources
SUBJECT: **2024 HOLIDAY SCHEDULE**

This is the official holiday calendar for the San José State University Research Foundation for 2024. Please refer to the Employee Handbook for holiday pay eligibility requirements.

<u>DATE</u>	<u>DAY</u>	<u>HOLIDAY</u>
January 1	Monday	2024 New Year's Day
January 15	Monday	Martin Luther King, Jr. Day
April 1	Monday	Cesar Chavez Day Observed
May 27	Monday	Memorial Day
June 19	Wednesday	Juneteenth
July 4	Thursday	Independence Day
September 2	Monday	Labor Day
November 11	Monday	Veterans Day
November 28	Thursday	Thanksgiving Day
November 29	Friday	Foundation Holiday
December 25	Wednesday	Christmas Day
December 26	Thursday	Foundation Holiday
December 27	Friday	Foundation Holiday
December 30	Monday	Foundation Holiday
December 31	Tuesday	Central Office Closure Day*
January 1	Wednesday	2025 New Year's Day

*The Central Office is located at 210 North 4th Street. Central Office services will be closed for business during designated closure days. Designated 'Central Office Closure' days are **not** paid holidays. A benefited employee who does not work and wishes to receive pay for a 'Central Office Closure' day must use vacation hours.