



THE UNIVERSITY of TEXAS SYSTEM

THIRTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES.

FY 2024 Holiday Schedule

Date	Day	Holiday	UT System Status
September 4, 2023	Monday	Labor Day	Closed
November 23, 2023	Thursday	Thanksgiving Day	Closed
November 24, 2023	Friday	Friday After Thanksgiving	Closed
December 25, 2023	Monday	Christmas Day	Closed
December 26, 2023	Tuesday	Day After Christmas	Closed
December 27, 2023	Wednesday	Winter Break	Skeleton Workforce Required
December 28, 2023	Thursday	Winter Break	Skeleton Workforce Required
December 29, 2023	Friday	Winter Break	Skeleton Workforce Required
January 1, 2024	Monday	New Year's Day	Closed
January 15, 2024	Monday	Martin Luther King, Jr. Day	Closed
May 27, 2024	Monday	Memorial Day	Closed
June 19, 2024	Wednesday	Emancipation Day in Texas	Closed
July 4, 2024	Thursday	Independence Day	Closed

Holiday Leave

Employees who are appointed to work at least 20 hours per week for a period of at least 4.5 continuous months are eligible for holiday leave. Holidays are compensated at 8 hours per day for full-time employees. Part-time employees receive holiday pay proportionate to the number of hours appointed to work weekly. The state legislature determines the number of holidays observed by all state agencies and institutions of higher education. The total number of holidays consists of various national and state holidays which fall on a weekday; holidays that fall on a weekend are not included.

Skeleton Workforce Required

Offices must remain open and sufficiently staffed to conduct official business.

Floating Holiday

Depending on the number of holidays within a fiscal year, a floating holiday may be included in the holiday schedule. If included in the holiday schedule, full-time employees will receive 8 hours of floating holiday leave per award. Part-time employees will receive a proportionate amount based on the number of hours appointed to work weekly. The FY 2024 schedule does not include a floating holiday.

Holiday Compensatory Time

Employees who work on a holiday will receive equivalent time off categorized as holiday compensatory time. Earned holiday compensatory time may be used as leave within the 12-month period following the holiday worked.

Optional Holidays

The legislature has designated Rosh Hashanah, Yom Kippur, and Good Friday as optional holidays. A holiday pay-eligible employee may observe optional holidays by working on any holiday in which a skeleton workforce is required or by using applicable accrued leave.