

# HUMAN RESOURCES EMPLOYEE CALENDAR

# 2021

WE DEFINE THE  
*Future*

## JANUARY

S	M	T	W	T	F	S
					1 New Year's Day	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16 No Classes (campus open)
17	18 Martin Luther King Jr. Day	19	20	21	22	23
24	25	26	27	28	29 Pay Day	30
31						

## FEBRUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15 No Classes (campus open)	16	17	18	19	20
21	22	23	24	25	26	27
28						

## MARCH

S	M	T	W	T	F	S
	1 Pay Day	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29 Spring Break	30 Pay Day	31 Cesar Chavez Day			

## APRIL

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 Pay Day	

## MAY

S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20 PDC Commencement	21	22 Commencement
23	24	25	26	27	28 Pay Day	29 No Classes (campus open)
30	31 Memorial Day					

## JUNE

S	M	T	W	T	F	S
					4 No Classes (campus open)	5
6	7	8	9	10	11 4/40 Work Week	12
13	14	15	16	17	18 4/40 Work Week	19
20	21	22	23	24	25 4/40 Work Week	26
27	28	29	30 Pay Day			

## JULY

S	M	T	W	T	F	S
				1	2 4/40 Work Week	3
4	5 Independence Day Observed	6	7	8	9 4/40 Work Week	10
11	12	13	14	15	16 4/40 Work Week	17
18	19	20	21	22	23 4/40 Work Week	24
25	26	27	28	29	30 4/40 Work Week Pay Day	31

## AUGUST

S	M	T	W	T	F	S
					6 4/40 Work Week	7
8	9	10	11	12	13	14
15	16	17	18	19 Convocation	20 University Picnic	21
22	23	24	25	26 PDC Convocation	27	28
29	30	31 Pay Day				

## SEPTEMBER

S	M	T	W	T	F	S
			1	2	3	4 No Classes
5	6 Labor Day	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30 Pay Day		

## OCTOBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## NOVEMBER

S	M	T	W	T	F	S
	1 Pay Day	2	3	4	5	6
7	8	9	10	11 Veterans Day	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Thanksgiving Day	26 VAC/CTO/PH	27 No Classes
28	29	30				

## DECEMBER

S	M	T	W	T	F	S
			1 Pay Day	2	3	4
5	6	7	8	9	10	11 Fall Commencement
12	13	14	15	16	17	18
19	20	21	22	23	24 1/2 Day*	25 Christmas Day Observed
26	27	28	29	30 Campus Closed	31 New Year's Day Observed	1 New Year's Day 2022

\* 1/2 day off pending Governor authorization.

Campus Closed

Events

No Classes

Pay Days

VAC/CTO/PH



CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

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## 2021 EMPLOYEE HOLIDAY SCHEDULE

DATE	HOLIDAY	DATE OBSERVED
January 1	New Year's Day 2021	January 1
January 18	Martin Luther King, Jr.	January 18
March 31	César E. Chavez	March 31
May 31	Memorial Day	May 31
July 4	Independence Day	July 5
September 6	Labor Day	September 6
November 11	Veterans Day	November 11
November 25	Thanksgiving Day	November 25
November 26	Campus Closed	Campus Closed (Use Personal Holiday, Vacation, or CTO Hours)
December 25	Christmas Day	December 24, 2021
December 27	Lincoln's Birthday	Rescheduled Holiday (February 12)
December 28	Washington's Birthday	Rescheduled Holiday (February 15)
December 29	Admission's Day	Rescheduled Holiday (September 9)
December 30	Columbus Day	Rescheduled Holiday (October 11)
January 1	New Year's Day 2022	December 31, 2021

## PAY DAY SCHEDULE

MONTH	PAY PERIOD	ISSUE DATE
January	1/1 - 1/30	1/30/21
February	1/31 - 2/28	2/28/21
March	3/1 - 3/31	3/30/21
April	4/1 - 4/30	4/30/21
May	5/1 - 5/31	5/29/21
June	6/1 - 6/30	6/30/21
July	7/1 - 7/30	7/30/21
August	7/31 - 8/31	8/31/21
September	9/1 - 9/30	9/30/21
October	10/1 - 10/31	10/30/21
November	11/1 - 12/1	12/1/21
December	12/2 - 12/31	12/31/21

### PERSONAL HOLIDAY

The holidays listed above are in addition to the **Personal Holiday** which every employee receives each January 1, and which does not carry forward if not used by December 31 of each year.

Please enter your **Personal Holiday** into the myCoyote absence management system on or before **December 31, 2021**.

