

# 2024

# HUMAN RESOURCES EMPLOYEE CALENDAR

## JANUARY

S	M	T	W	T	F	S
	1 <small>New Year's Day</small>	2	3	4	5	6
7	8	9	10	11	12	13
14	15 <small>Martin Luther King Jr. Day</small>	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30 <small>Pay Day</small>	31			

## FEBRUARY

S	M	T	W	T	F	S
		1	2	3		
4	5	6	7	8	9	10
11	12	13	14	15	16	17 <small>Coyote Caretaker Day</small>
18	19 <small>No Classes (Campus open)</small>	20	21	22	23	24
25	26	27	28	29 <small>Pay Day</small>		

## MARCH

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 <small>Pay Day</small>	30
31						

## APRIL

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

## 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 <small>Commencement</small>
19	20	21	22	23	24	25
26	27 <small>Memorial Day</small>	28	29	30 <small>Pay Day</small>	31	

## JUNE

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 <small>Juneteenth</small>	29
30						

## JULY

S	M	T	W	T	F	S
	1	2	3	4 <small>Independence Day</small>	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 <small>Pay Day</small>	31			

## AUGUST

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 <small>Convocation</small>	23	24
25	26	27	28	29 <small>Pay Day</small>	30	31 <small>No Classes (Campus open)</small>

## SEPTEMBER

S	M	T	W	T	F	S
	1	2 <small>Labor Day</small>	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 <small>Pay Day</small>			

## 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 <small>Pay Day</small>	31		

## NOVEMBER

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

## DECEMBER

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 <small>Pay Day</small>	1 <small>New Year's Day 2025</small>			

\* 1/2 day off pending Governor authorization.

Campus Closed

Events

No Classes

Pay Days

VAC/CTO/PH



CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

# 2024

## HUMAN RESOURCES EMPLOYEE CALENDAR

WE DEFINE THE  
*Future*

### 2024 Employee Holiday Schedule

Date	Holiday	Date Observed
January 1	New Year's Day 2024	January 1, 2024
January 15	Martin Luther King, Jr.	January 15, 2024
March 31	César E. Chavez	April 1, 2024
May 27	Memorial Day	May 27, 2024
June 19	Juneteenth	June 19, 2024
July 4	Independence Day	July 4, 2024
September 2	Labor Day	September 2, 2024
November 11	Veteran's Day	November 11, 2024
November 28	Thanksgiving Day	November 28, 2024
November 29	Campus Closed	Campus Closed (Use Personal Holiday, Vacation, or CTO Hours)
December 25	Christmas Day	December 25, 2024
December 26	Lincoln's Birthday	Rescheduled Holiday (February 12)
December 27	Washington's Birthday	Rescheduled Holiday (February 15)
December 30	Admission's Day	Rescheduled Holiday (September 9)
December 31	Indigenous Peoples' Day (Colombus Day)	Rescheduled Holiday (October 11)
January 1	New Year's Day 2025	January 1, 2025

### PAY DAY SCHEDULE

Month	Pay Period	Issue Date
January	1/1 - 1/30	1/30/24
February	1/31 - 2/29	2/29/24
March	3/1 - 3/31	3/29/24
April	4/1 - 4/30	4/30/24
May	5/1 - 5/30	5/30/24
June	5/31 - 6/30	6/28/24
July	7/1 - 7/30	7/30/24
August	7/31 - 8/29	8/29/24
September	8/30 - 9/30	9/30/24
October	10/1 - 10/30	10/30/24
November	10/31 - 11/30	11/27/24
December	12/1 - 12/31	12/31/24

#### 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, 2024**.