

PLEASE POST

MEMORANDUM

PEOPLE AND CULTURE (formerly Human Resources)

TO: Ball State University Faculty and Staff

FROM: People and Culture

DATE: February 1, 2024

SUBJ: Holiday Calendar 2024-2025 and Summer Work Hours

For your information, on the following page of this memorandum is a calendar for the months of July 2024 through June 2025. The dates within the red shaded boxes are the official designated university holidays that fall during this time-period. The dates in gray are days that the University closes early.

Summer work hours, 7:30 a.m. to 4:00 p.m., with a 35-minute lunch break, will begin on Monday, May 5, 2025, and end on Friday, August 9, 2024. While the official start of the Fall Semester is Friday, August 16, 2024, Fall Semester on-campus classes begin on Monday, August 19, 2024.

All academic and administrative offices are to have continuous service from 7:30 a.m. to 4:00 p.m. during summer hours.

FY 2024 – 2025 BALL STATE UNIVERSITY OFFICIAL DESIGNATED HOLIDAY CALENDAR FOR EMPLOYEES

JULY 2024						
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			

AUGUST 2024						
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

SEPTEMBER 2024						
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					

OCTOBER 2024						
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 2024						
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

DECEMBER 2024						
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				

JANUARY 2025						
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	

FEBRUARY 2025						
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	

MARCH 2025						
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					

APRIL 2025						
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			

MAY 2025						
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

JUNE 2025						
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					

OBSERVED UNIVERSITY HOLIDAYS

Thursday, July 4, 2024 (Fourth of July Observed)

Monday, September 2, 2024 (Labor Day)

***Wednesday, November 27, 2024 (Closing at 12:00 p.m.)**

Thursday, November 28, 2024 (Thanksgiving Observed)

Friday, November 29, 2024 (Day after Thanksgiving)

***Monday, December 23, 2024 (Closing at 3:00 p.m.)**

Tuesday, December 24, 2024 (President’s Holiday)

Wednesday, December 25, 2024 (Christmas Day Observed)

Thursday, December 26, 27, 30, 31 (Days of Beneficence)

Wednesday, January 1, 2025 (New Year’s Day Observed)

Monday, January 20, 2025 (Martin Luther King, Jr.)

Monday, May 26, 2025 (Memorial Day Observed)

Thursday, June 19, 2025 (Juneteenth Observed)