



Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
<b>January</b>						
New Year's Day* 1	New Year's Day (observed) 2	3	4	5	6	7
8	9	10	11	Employee Orientation 12	Employee Orientation/CHOP 13	14
15	Dr. Martin Luther King, Jr. Day 16	17	18	19	20	21
22	23	24	CMN Phone-A-Thon 25	Employ. Orient./CMN Phone-A-Thon 26	Employ. Orient./CHOP/CMN Phone-A-Thon 27	28
29	30	31				
<b>February</b>						
			Black History Month Opening Ceremony 1	2	3	4
5	6	7	Black History Month Keynote Presentation 8	Employee Orientation 9	Employee Orientation/CHOP 10	11
12	Lincoln's Birthday (observed) 13	14	15	16	17	18
19	Washington's Birthday (observed) 20	21	22	Employee Orientation 23	Employee Orientation/CHOP 24	SNMA Dinner Dance 25
26	27	28				
<b>March</b>						
			Ash Wednesday 1	2	3	4
5	6	SUNY Day 7	8	Employee Orientation 9	Employee Orientation/CHOP 10	11
12	13	14	15	Match Day 16	17	18
19	20	21	22	Employee Orientation 23	Employee Orientation/CHOP 24	25
26	27	28	29	30	Advocates Mystery & Merlot 31	
<b>April</b>						
						1
2	3	4	5	Employee Orientation 6	Employee Orientation/CHOP 7	8
9	10	11	12	Passover Begins 13	Good Friday 14	15
16	17	18	19	Passover Ends/Employ. Orient. 20	Employee Orientation/CHOP 21	American Heartwalk 22
23	24	25	26	27	28	29
30	31		Administrative Professionals Day			

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
<b>May</b>						
	1	2	3	Employee Orientation 4	Employee Orientation/CHOP 5	National Nurses Week (May 6-12) 6
National Hospital Week (May 7-13) 7	8	9	10	11	12	13
14	15	16	17	Employ. Orient./Pres.'s Employee Recog. Awards 18	Employee Orientation/CHOP 19	Awards Ceremony 20
21	Employee Orientation 22	Employee Orientation 23	24	25	26	27
28	Memorial Day 29	30	31			
<b>June</b>						
				Employee Recognition Day and Orientation 1	Employee Orientation/CHOP CMN Broadcast 2	CMN Broadcast 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	
<b>July</b>						
						1
2	3	Independence Day 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			Employee Orientation 27	Employee Orientation/CHOP 28	
<b>August</b>						
		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		
			White Coat Ceremony			

Sun.	Mon.	Tues.	Wed.	Thu.	Fri.	Sat.
<b>September</b>						
					1	2
3	Labor Day 4	5	6	Employee Orientation 7	Employee Orientation/CHOP 8	9
10	11	12	13	Fall Faculty Convocation 14	Medical Alumni Reunion 15	Medical Alumni Reunion 16
17	18	19	20	Employee Orientation 21	Employee Orientation/CHOP 22	Rosh Hashanah 23
24	25	26	27	28	29	30
<b>October</b>						
1	2	3	4	Employee Orientation/CHOP 5	Employee Orientation 6	7
8	Yom Kippur 9	10	11	12	13	14
15	Columbus Day 16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
<b>November</b>						
			1	2	3	4
5	6	7	8	9	10	11
12	13	Election Day** 14	15	16	17	18
19	20	21	22	Thanksgiving Day 23	Day After Thanksgiving 24	25
26	27	28	29	30		
<b>December</b>						
					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	Christmas Day			Employee Orientation 28	Employee Orientation/CHOP 29	

**State Holiday Type Key:**

- \* Each eligible employee is entitled to one day as a New Year's holiday. The day that eligible employees will observe as the New Year's holiday will be contingent upon their regular work schedule (not overtime schedule). Please see the October 3, 2005 memo on the Human Resources website (<http://www.upstate.edu/hr/benefits/depths.pdf>) for more detailed information.
- \*\* The status of Election Day as a floating holiday has not yet been determined by the State.
- \*\*\* Saturday Holidays: An employee who is entitled to time off with pay on days observed as holidays by the State shall be granted compensatory time off when any such holiday falls on a Saturday. A compensatory day will be scheduled at times mutually convenient to the employee and Upstate. Eligible CSEA and PEF represented employees scheduled or directed to work on any such Saturday may receive additional compensation in lieu of such compensatory time in accordance with State rules.

**The above dates are subject to change pursuant to direction from the New York State Department of Civil Service.**

- RED:** All Upstate units and departments on holiday schedule, staffing for essential services only. Eligible employees in CSEA and PEF bargaining units scheduled or directed to work on red holidays will earn a compensatory day off to be used at a mutually convenient date, or will earn additional pay for time worked based on chosen option. Eligible employees in the UUP bargaining unit, Research Foundation (RF) and unclassified Management/Professional (M/C) designated employees who are required to work, shall receive a compensatory day off to be used at a mutually convenient date. For eligible CSEA and PEF represented employees, time worked on Thanksgiving and/or Christmas will be earned (compensatory time or additional compensation, based on employee's chosen option) at a rate of time and one-half. Eligible UUP represented employees, who are required to work Thanksgiving and/or Christmas shall be granted one and one half compensatory days off to be scheduled at times mutually convenient to the employee and Upstate. For UUP and CSEA (ASU and OSU only) represented employees, accruals (holiday comp) must be used within one year of accrual or forfeited.
- PINK:** All Upstate units and departments, including Hospital departments, are on adjusted staffing, based on departmental operating needs and provision of essential services. For UUP represented employees only, the day after Thanksgiving is designated by the President of Upstate as an official holiday in lieu of Washington's Birthday (observed). All other eligible employees (CSEA, PEF, RF, and M/C) whose requests for time off are approved must charge the time to appropriate accruals. Employees who wish to work must be permitted to do so if it is their normally scheduled workday.

- GREEN:** All hospital services, units and departments continue on regular operative schedules. All other Upstate units and departments must be operative. Departments must: (1) canvass for volunteers; then (2) assign employees on a seniority basis (job function and shift) for staffing sufficient to maintain regular operations. Eligible CSEA and PEF represented employees scheduled or directed to work will earn a compensatory day to be used at a mutually convenient date or will earn additional pay for time worked based on chosen option. Eligible RF, unclassified M/C and UUP represented employees required to work, shall be granted a compensatory day off for use at a mutually convenient date. Washington's Birthday (observed) shall be a regular workday for UUP represented employees. For UUP and CSEA (ASU & OSU only) represented employees, accruals (holiday comp) must be used within one year of accrual or forfeited.
- PALE GREEN:** For all Upstate units and departments, the State has designated this day as a floating holiday for eligible employees. This designation will apply to both eligible State and RF employees. Employees who are not scheduled to work or are scheduled or directed to work who are eligible to observe holidays, will receive a compensatory day off to be used at a mutually convenient date. The floating holiday may be charged in quarter hour increments for CSEA and PEF represented employees. The accrued holiday must be used no later than February 11, 2007, for CSEA and PEF represented employees.

# ACADEMIC CALENDARS

## COLLEGE OF MEDICINE COLLEGE OF GRADUATE STUDIES

### 2006 SPRING SEMESTER

<b>Wed.</b>	<b>Jan. 4</b>	<b>Classes Begin Graduate</b>
<b>Mon.</b>	<b>Jan. 9</b>	<b>Classes Begin Medicine (All Classes)</b>
	Jan. 10-13	E'Id al-Adha #
Fri.	Jan. 13	Committee on Academic Promotion
<b>Mon.</b>	<b>Jan. 16</b>	<b>Martin Luther King's Birthday – No Classes</b>
<i>Tues.</i>	<i>Jan. 17</i>	<i>Last Day for Graduate Students to Add/Drop w/o fee</i>
Mon.	Feb. 20	President's Birthday – Classes Meet – Clinics open
Tues.	Mar. 14	Spring Vacation or Preceptorship for MSI
Thur.	Mar. 16	Match Day *
<b>Sat.</b>	<b>Mar. 18</b>	<b>Spring Vacation Begins Graduate and MSII</b>
Mon.	Mar. 27	Classes Resume Graduate, MSI and MSII
<b>Mon.</b>	<b>Apr. 3</b>	<b>Spring Vacation Begins MS III* &amp; MS IV*</b>
Mon.	Apr. 10	Classes Resume MS III*, MS IV*
Mon.	Apr. 10	Committee on Academic Promotion
Thur.	Apr. 13	Passover #
Fri.	Apr. 14	Good Friday #
Sun.	Apr. 16	Easter
Fri.	May 5	Last Day of Classes MS IV*
Tues.	May 9	Senior Medical Grades Committee
Fri.	May 12	Last Day of Classes MS II
Mon.	May 15	Senior Committee on Academic Promotion
Fri.	May 19	Second Year Medical Grades Committee
<b>Sun.</b>	<b>May 21</b>	<b>Commencement</b>
Fri.	May 26	Second Year Committee on Academic Promotion
<b>Mon.</b>	<b>May 29</b>	<b>Memorial Day – No Classes – Clinics Closed**</b>
Fri.	June 2	Last Day of Scheduled Classes MSI and Graduate
<b>Mon.</b>	<b>June 12</b>	<b>Summer Anatomy Orientation/Classes Begin</b>
Fri.	June 16	First Year Grades Committee
Fri.	June 23	First Year Committee on Academic Promotion
Fri.	June 30	Last Day of Classes MS III*
Fri.	July 7	Third Year Grades Committee
Fri.	July 14	Third Year Committee on Academic Promotion
Tues.	Aug. 8	Summer Anatomy Course Ends

### 2006 FALL SEMESTER (TENTATIVE)

Mon.	July 10	Clinical Orientation MS III (Required)
<b>Mon.</b>	<b>July 10</b>	<b>Courses Begin MS III* &amp; MS IV*</b>
	July 24 -Aug. 4	Web Fall Course Enrollment – Graduate Studies
Wed.	Aug. 23	Orientation Begins and Registration – MS I and Incoming Graduate
<b>Mon.</b>	<b>Aug. 28</b>	<b>Classes Begin – MS I &amp; MS II, Graduate</b>
<b>Mon.</b>	<b>Sept. 4</b>	<b>Labor Day – No Classes – Clinic Closed**</b>
Fri.	Sept. 8	Last Day for Graduate Students to Add/Drop w/o fee
Wed.	Sept. 13	Faculty Convocation
<b>Sat.</b>	<b>Sept. 23</b>	<b>Rosh Hashanah – No Classes**</b>
<b>Mon.</b>	<b>Oct. 2</b>	<b>Yom Kippur – No Classes**</b>
<b>Mon.</b>	<b>Oct. 9</b>	<b>Columbus Day – No Classes - Clinics Closed**</b>
Tues.	Oct. 24	E'Id al-Fitre #
Tues.	Nov. 7	Election Day – Classes Meet - Clinics Open
Sat.	Nov. 11	Veterans Day
<b>Wed. (1 p.m.)</b>	<b>Nov. 22</b>	<b>Thanksgiving Vacation MS I, II, &amp; Graduate</b>
<b>Thur.</b>	<b>Nov. 23</b>	<b>Thanksgiving Vacation Begins MS III* &amp; MS IV*</b>
Mon.	Nov. 27	Classes Resume Medicine (All Classes) & Graduate*
	Nov 27-Dec. 8	Web Spring Course Enrollment – Graduate Studies
Fri.	Dec. 22	Semester Ends Medicine (All Classes)
Fri.	Dec. 22	Semester Ends Graduate
Sun.	Dec. 31	E'Id al-Adha #

\* Includes both Binghamton and Syracuse Campuses

\*\* Students in Clinical Courses should check with appropriate departments regarding time off.

# Students should contact faculty before taking time off including religious holidays.

## COLLEGE OF HEALTH PROFESSIONS AND COLLEGE OF NURSING

### 2006 SPRING SEMESTER

Mon.	Jan. 2	First Day of Classes 3rd year MPT/DPT Students
<b>Mon.</b>	<b>Jan. 9</b>	<b>SPRING SEMESTER – First Day of Classes</b>
Mon.	Jan. 9	Registration Begins – Non-Matriculated Students
Fri.	Jan. 13	DTMS Exam
<b>Mon.</b>	<b>Jan. 16</b>	<b>Martin Luther King Day No Classes – except MPT students</b>
Tues.	Jan. 17	30% Tuition Liability begins for dropped courses
<i>Fri.</i>	<i>Jan. 20</i>	<i>Last Day to Add or Drop a Course without a Grade **</i>
Mon.	Jan. 23	50% Tuition Liability begins for dropped courses
Mon.	Jan. 30	70% Tuition Liability begins for dropped courses
Mon.	Feb. 6	100% Tuition Liability begins for dropped courses
	Feb. 17-27	Spring Vacation for CVPR Sr. students
Fri.	Mar. 3	Mid-Semester Grades Due: Final Exam Schedule Posted
<b>Fri.</b>	<b>Mar. 3</b>	<b>Spring Vacation Begins 5pm (except 3rd year DPT/MPT)</b>
<b>Mon.</b>	<b>Mar. 13</b>	<b>Spring Vacation Ends (except 3rd year DPT/MPT)</b>
	Mar. 13-24	Summer Sem. Advanced Registration-Matriculated Students
Fri.	Mar. 24	Exit Assessment Exams
Wed.	Mar. 29	75% of the Semester Completed (WP/WF)
	Mar. 27-Apr. 14	Fall Semester Advanced Registration – Matriculated Students
Mon.	Apr. 24	Last Day of Classes* (except 3rd year DPT/MPT)
Tues.	Apr. 25	Study Day
Wed.	Apr. 26	Exam Day #
Thu.	Apr. 27	Exam Day #
Fri.	Apr. 28	Exam Day # and Last Day of Classes 3rd year MPT
Sat.	Apr. 29	Exam Day #
Mon.	May 1	Last Final Exam Day#
Wed.	May 3	Student Evaluation Committee Meeting
<b>Sun.</b>	<b>May 21</b>	<b>COMMENCEMENT</b>
		Last Day of Classes 3rd Year Entry Level DPT

### 2006 SUMMER SEMESTER

<b>Mon.</b>	<b>May 8</b>	<b>SUMMER SEMESTER First Day of Classes</b> (except Med Tech)
Mon.	May 8	Registration Ends – Matriculated Students
Mon.	May 8	Registration Begins – Non-Matriculated Students
<i>Fri.</i>	<i>May 12</i>	<i>Last Day to Add or Drop a Course without a grade*</i>
<b>Fri.</b>	<b>May 12</b>	<b>Physical Therapy Transitional Incoming Classes begin</b>
<b>Mon.</b>	<b>May 15</b>	<b>Med Tech Jr Classes begin</b>
Mon.	May 15	30% tuition liability week begins for dropped courses
Mon.	May 22	50% tuition liability week begins for dropped courses
<b>Mon.</b>	<b>May 29</b>	<b>Memorial Day Observed – No Classes</b>
Tues.	May 30	70% tuition liability week begins for dropped courses
Mon.	June 5	No refund for dropped courses
Wed.	June 21	Pre-registration – Incoming Nursing Students
Fri.	June 23	CVPR and Med Tech JR. vacation begins at 5 pm
Wed.	June 28	Last Day of Health Sciences and Human Studies Classes ##
Mon.	July 3	CVPR and Med Tech JR. classes resume at 7 am
<b>Tues.</b>	<b>July 4</b>	<b>Independence Day – No Classes</b>
Wed.	July 5	Last Day of Classes for Nursing ##
Wed.	July 12	Last Day of Classes for BS Respiratory ##
Fri.	Aug. 4	Last Day of Classes for Med Tech Jr ##
Fri.	Aug. 11	Last Day of Classes for Cyto, Rad Ther Jr, Med Imaging ##
Sat.	Aug. 12	Last Day of Classes for Transitional PT ##
Fri.	Aug. 18	Last Day of Classes for CVPR ##
Tues.	Aug. 22	Student Evaluation Committee Meeting

### 2006 FALL SEMESTER (TENTATIVE)

Mon.	May 8	First Day of Classes 2nd year Entry Level DPT
Mon.	June 5	Registration New Entry Level DPT
Mon.	June 5	Classes Begin for 3rd year Entry Level DPT
Tues.	June 6	Classes Begin for New Entry Level DPT
Wed.	Aug. 23	Registration for Incoming Students
<b>Mon.</b>	<b>Aug. 28</b>	<b>FALL SEMESTER First Day of Classes</b>
Mon.	Aug. 28	Registration Begins – Non-Matriculated Students
Fri.	Sept. 1	College of Health Profession Program on HIV, TB and Hepatitis
<b>Mon.</b>	<b>Sept. 4</b>	<b>LABOR DAY – NO CLASSES</b>
Tues.	Sept. 5	30% Tuition Liability begins for dropped courses
Fri.	Sept. 8	Last Day to Add or Drop a Course without a Grade **
Mon.	Sept. 11	50% Tuition Liability begins for dropped courses
Wed.	Sept. 13	Fall Faculty Convocation
Mon.	Sept. 18	70% Tuition Liability begins for dropped courses
Mon.	Sept. 25	100% Tuition Liability begins for dropped courses
	<b>Oct. 9-10</b>	<b>FALL BREAK – NO CLASSES</b>
Fri.	Oct. 20	Mid-Semester Grades Due: Final Exam Schedule Posted
	Oct. 23-Nov. 10	Spring Semester Open Enrollment-Matriculated Students
Wed.	Nov. 8	75% of the Semester Completed (WP/WF)
<b>Wed.</b>	<b>Nov. 22</b>	<b>THANKSGIVING Vacation Begins at 4 p.m.</b>
Mon.	Nov. 27	Classes Resume at 7 a.m.
Mon.	Dec. 11	Last Day of Classes *
Tues.	Dec. 12	Study Day
Wed.	Dec. 13	Exam Day #
Thu.	Dec. 14	Exam Day #
Fri.	Dec. 15	Exam Day #
Sat.	Dec. 16	Exam Day #
Mon.	Dec. 18	Exam Day #
Wed.	Dec. 20	Student Evaluation Committee Meeting

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\* No exam permitted on the last day of classes (this includes unit exams).

\*\* Courses dropped after the first week of classes will have a tuition obligation

# Grades due 24 hours after exam.

## Grades due 72 hours after the last day of classes