



# University of North Alabama

## Staff Handbook

### Paid and Unpaid Time Off Work

#### Paid Holidays

Each year, the Office of the President distributes a list of holidays that will be observed for the upcoming academic year. These holidays are listed on the Human Resources [website](#). Staff employees typically receive the following holidays:

Martin Luther King, Jr. Birthday:	8 hours
Winter Break:	8 hours
Spring Break:	40 hours
Good Friday:	8 hours
Memorial Day:	8 hours
Juneteenth Holiday:	8 hours
Independence Day:	8 hours
Labor Day:	8 hours
Fall Break:	8 hours
Thanksgiving Holidays:	24 hours
Christmas and New Year's Holidays:	80 hours

Generally, holidays that fall on Saturday are observed on Friday, and those that fall on Sunday are observed on Monday.