



Holiday Calendar for Fiscal Year 2021-2022

July 1, 2021 - June 30, 2022

General business hours for the campuses, as defined on our website, are Monday through Friday, 8 a.m. to 5 p.m., and are established to best serve the needs of our students.

Per Procedure 6.6.1P: **Leaves of Absence – Paid Leave Procedure**, following are the 2021-2022 fiscal year paid holidays for Regular Employees as approved by the President of the College:

<u>DATE</u>	<u>HOLIDAY</u>
July 5, 2021	Independence Day
September 6, 2021	Labor Day
October 15, 2021	Fall Break
November 24, 25 and 26, 2021	Thanksgiving Break
December 23, 2021 through January 2, 2022	Winter Break
January 17, 2022	Equality Day
February 21, 2022	President's Day
March 18, 2022	Spring Break
May 30, 2022	Memorial Day

In addition:

LCCC Cheyenne Campus will be closed on Wednesday, July 28, 2021, for Cheyenne Day.

LCCC Albany County Campus will be closed on Friday, July 9, 2021, for Laramie Jubilee Days.

Generally, summer operating hours at LCCC will be 7:30 am to 4:00 pm, from May 17, 2021, through August 13, 2021. Operational hours for functional departments may differ to ensure service coverage as needed. Employees must work directly with their immediate supervisor to request an alternate work schedule if feasible for the department. The alternate work schedule must be documented with the Work Schedule Modification Request Form (available in the HR Virtual Office).

In general, LCCC building hours are 6:00 am to 10:00 pm.