

Summer Hours 2024

MAY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
Summer Hours Begin	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
12	13	14	15	16	17	18
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
19	20	21	22	23	24	25
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
26	27	28	29	30	31	
	HOLIDAY (8 hrs) Memorial Day	9 hrs 8:00 - 5:30	9.5 hrs* 8:00 - 6:00	9.5 hrs* 8:00 - 6:00	4 hrs Close at Noon	

* Additional half-hour required for 2 days to make up for the missing hour due to holiday pay

JUNE 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
9	10	11	12	13	14	15
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
16	17	18	19	20	21	22
	9.5 hrs* 8:00 - 6:00	9.5 hrs* 8:00 - 6:00	HOLIDAY (8 hrs) Juneteenth	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
23	24	25	26	27	28	29
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	

* Additional half-hour required for 2 days to make up for the missing hour due to holiday pay

JULY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
	9.5 hrs* 8:00 - 6:00	9.5 hrs* 8:00 - 6:00	9 hrs 8:00 - 5:30	HOLIDAY (8 hrs) Independence Day	4 hrs Close at Noon	
7	8	9	10	11	12	13
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
14	15	16	17	18	19	20
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
21	22	23	24	25	26	27
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	
28	29	30	31			
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30			

* Additional half-hour required for 2 days to make up for the missing hour due to holiday pay

AUGUST 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				9 hrs 8:00 - 5:30	4 hrs Close at Noon	
4	5	6	7	8	9	10
	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	9 hrs 8:00 - 5:30	4 hrs Close at Noon	Summer Hours End
11	12	13	14	15	16	17
	Fall Semester Begins					
18	19	20	21	22	23	24
25	26	27	28	29	30	31

****Official Summer Hours are from 8:00 to 5:30 Monday through Thursday (with a 30-minute lunch break); 8:00 to Noon on Fridays.****
Supervisors may consider and approve individual flex time arrangements on a case-by-case basis.

Accessibility Statement: If you need this document in an additional format, reach out to HR@ung.edu, 706-864-1440