

## **Fayetteville Technical Community College 2025 Staff Holiday Schedule**

<b>Staff Holidays</b>	<b>Holiday Days Off</b>	<b>Required Leave Days</b>
New Year's Day (Wednesday)	1 January 1, 2025	0
Martin Luther King Jr.'s Birthday (Monday)	1 January 20, 2025	0
Easter ( Friday)	1 April 18, 2025	0
Memorial Day (Monday)	1 May 26, 2025	0
Independence Day (Friday)	1 July 4, 2025	0
Labor Day (Monday)	1 September 1, 2025	0
Thanksgiving (Thursday and Friday)	2 November 27 and 28, 2025	0
Winter Break ( <i>Last Staff Work Day before the Winter Break is December 19, 2025</i> )  <b>Note 1:</b> Dec 22, 2025 and January 2, 2026 are considered optional work days. Individual and/or supervisor discretion whether to work normal hours or use accrued annual leave or personal observance leave to cover hours.	4  December 24, 25, 26, 2025  <b>Note 1:</b> *December 23 is recognized as a holiday in lieu of the Veterans Day holiday  <b>Note 2:</b> Thursday, January 1, 2026 is the first holiday for calendar year 2026	3  (depending on use of optional leave days)  <b>*Note 1: December 29, 30 and 31, 2025</b> are required leave days.  <b>Note 2:</b> If you have not already used your one <i>Personal Observance Day</i> , you may ( <i>with supervisor approval</i> ) apply it towards December 22nd or January 2 <sup>nd</sup> optional leave days. You may also use it to cover one of the above required leave days.

The College will close for Winter Break on **December 20, 2025**. Staff must use annual leave on December 29, 30, and 31. In addition, Staff may take optional annual leave days on December 22 and/or January 2. The College will resume normal operations on Monday, **January 5, 2026**.

**Note:** Selected staff from Human Resources, Payroll, and Public Safety & Security offices will provide inprocessing, College-wide orientation, and the Public Safety and Security briefing on Friday, January 2, 2026 to new employees schedule to report on Jan 2, 2026. New hires will report to their respective supervisors on Jan 5, 2026 for departmental welcome & orientation.

Questions should be directed to the Office of Human Resources & Institutional Effectiveness, 910-678-8378.

**Revision Date: 01/09/2025**