

MEMORANDUM

TO: UAH Faculty, Staff and Students

FROM: Robert A. Altenkirch, President

DATE: November 25, 2013

SUBJECT: Winter Break Schedule

Winter Break this year is scheduled for December 24 through 31, which includes 6 paid holidays, and January 1, 2014 is the New Year's Holiday, a paid holiday as well. To recognize everyone's hard work and contributions as we enter into the Holiday Season, and to avoid opening the campus for one day in a week when many employees are making travel arrangements to visit family and friends, UAH will be closed Monday, December 23.

Enjoy the Holiday Season!

Thanks,

Bob