

## A Reminder: October 1997 Observances

This year, Rosh Hashanah falls on Thursday, October 2, starting at sundown October 1, and Yom Kippur is on Saturday, October 11, also beginning at sundown the day before. I wish to remind faculty and students of the University's policy on religious holidays that stipulates that no examinations shall be given or assigned work made due on these days.

— Stanley Chodorow, Provost

### University Policy on Secular and Religious Holidays (Effective July 1, 1996)

1. No secular or religious holidays are formally recognized by the University's academic calendar. However, in setting the academic calendar for each year, the University does try to avoid obvious conflicts with any holidays that involve most University students, faculty, and staff, such as July 4, Thanksgiving, Labor Day, Christmas and New Year's.

2. Other holidays affecting large numbers of University community members include Martin Luther King Day, Rosh Hashanah, Yom Kippur, the first two days of Passover, and Good Friday. In consideration of their significance for many students, no examinations may be given and no assigned work may be required on these days. Students who observe these holidays will be given an opportunity to make up missed work in both laboratories and lecture courses. If an examination is given on the first class day after one of these holidays, it must not cover material introduced in class on that holiday.

Faculty should realize that Jewish holidays begin at sundown on the evening before the published date of the holiday. Late afternoon exams should be avoided on these days. Also, no examinations may be held on Saturday or Sunday in the undergraduate schools unless they are also available on other days. Nor should seminars or other regular classes be scheduled on Saturdays or Sundays unless they are also available at other times.

3. The University recognizes that there are other holidays, both religious and secular, which are of importance to some individuals and groups on campus. Such occasions include, but are not limited to, Memorial Day, Sukkot, the last two days of Passover, Shavuot, Shemini Atzerat, and Simchat Torah, as well as the Muslim New Year, Ra's al-sana, and the Islamic holidays Eid Al-Fitr and Eid Al-Adha. Students who wish to observe such holidays must inform their instructors within the first two weeks of each semester of their intent to observe the holiday even when the exact date of the holiday will not be known until later so that alternative arrangements convenient to both students and faculty can be made at the earliest opportunity. Students who make such arrangements will not be required to attend classes or take examinations on the designated days, and faculty must provide reasonable opportunities for such students to make up missed work and examinations. For this reason it is desirable that faculty inform students of all examination dates at the start of each semester. Exceptions to the requirement of a make-up examination must be approved in advance by the undergraduate dean of the school in which the course is offered.

### Recognized Holidays for FY1998

The following remaining holidays will be observed by the University in this fiscal year (July 1, 1997 through June 30, 1998) on the dates listed below:

Thanksgiving: *Thursday and Friday, November 27, 28, 1997*  
Christmas Day: *Thursday, December 25, 1997*  
New Year's Day: *Thursday, January 1, 1998*  
Memorial Day: *Monday, May 25, 1998*

The special winter vacation granted to faculty and staff between Christmas and New Year's Day will be December 26, 29, 30, 31, 1997. If an employee is required to be on duty to continue departmental operations for part or all of this period, the special vacation can be rescheduled for some other time.

Staff members who are absent from work either the work day before a holiday, the work day after a holiday, or both days, will receive holiday pay if that absence is charged to pre-approved paid time off or to sick days substantiated by a written note from the staff member's health care provider.

Vacations and holidays for Hospital employees or those employees in collective bargaining units are governed by the terms of Hospital policy or their respective collective bargaining agreements.

— Division of Human Resources

## University of Pennsylvania Academic Calendar, 1997-1998

		1997 Fall Term
Move-in and registration for Transfer Students	Thursday-Friday	August 28-29
Center for University of Pennsylvania Identification (CUPID) opens in Palestra	Friday-Tuesday	August 29-September 2
Move-in for first-year students, New Student Orientation	Saturday	August 30
Undergraduate Deans' Meeting; Penn Reading Project	Sunday	August 31
Labor Day; Community Building Day	Monday	September 1
Advising begins, New Student Convocation, Opening Exercises and Placement Examinations	Tuesday	September 2
First day of classes	Wednesday	September 3
Community Service Day	Saturday	September 6
Add period ends	Friday	September 19
Drop period ends	Friday	October 10
Fall term break	Saturday-Tuesday	October 11-14
Family Weekend	Friday-Sunday	October 24-26
Advance registration, Spring Term	Monday-Sunday	November 3-16
Homecoming	Saturday	November 8
Thanksgiving recess begins at close of classes	Wednesday	November 26
Thanksgiving recess ends 8 a.m.	Monday	December 1
Fall term classes end	Monday	December 8
Reading days	Tuesday-Thursday	December 9-11
Final Examinations	Friday-Friday	December 12-19
Fall semester ends	Friday	December 19
		1998 Spring Term
Registration for undergraduate Transfer Students	Thursday-Friday	January 8-9
Spring semester classes begin	Monday	January 12
Add period ends	Friday	January 23
Drop period ends	Friday	February 13
Spring recess begins at close of classes	Friday	March 6
Classes resume at 8 a.m.	Monday	March 16
Advance registration for fall and summer sessions	Monday-Sunday	March 23-April 5
Spring term classes end	Friday	April 24
Reading days	Monday-Wednesday	April 27-29
Final Examinations	Thursday-Friday	April 30-May 8
Alumni Day	Saturday	May 16
Baccalaureate	Sunday	May 17
Commencement	Monday	May 18
		1998 Summer Session
12-week Evening Session classes begin*	Tuesday	May 19
First Session classes begin	Tuesday	May 19
First Session classes end	Friday	June 26
Second Session classes begin	Monday	June 29
Independence Day		July 4
Second Session, 12-week Evening Session Classes end		August 7
* Options will be arranged for those who have scheduled commencement.		