

**Sussex County Community College**  
**Policy No.: 200.25**  
**Area: Human Resources**  
**Adopted: June 28, 2016**

**200.25 Holiday Policy**

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**PURPOSE OF POLICY**

To outline the days that Sussex County Community College (“College”) will generally observe as holidays.

**GENERAL STATEMENT OF HOLIDAY POLICY**

The College will observe certain state and federal holidays. Holidays are determined by action of the Board in conjunction with the adoption of the College Annual Calendar. Full time employees who are actively employed (or on a full time paid leave of absence) on the day of the holiday are granted time off with pay.