

# Peralta Community College District

## 11-12 Month Calendar for 2016-17 Academic Year

### Work Calendar for Non-Administrative Full-Time Academic Employees Assigned More Than 10 School Months

Name: \_\_\_\_\_

Date: \_\_\_\_\_

In accordance with your contract, you will be assigned to work \_\_\_ school months, which requires that you serve \_\_\_ work days. On the calendar below, your assigned days of work will be all days within the 175-day academic calendar, plus those days outside the academic calendar which are circled (the circled days represent the 11- and 12-month portion of the assignment).

JULY						
Su	M	T	W	Th	F	S
					1	2
3	HO	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	L	29	30
31						
AUGUST						
Su	M	T	W	Th	F	S
	1	2	3	GD	5	6
7	DN	9	10	11	12	13
14	15	16	DF	CF	CF	20
21	FD	23	24	25	26	S
28	29	30	31			
SEPTEMBER						
Su	M	T	W	Th	F	S
				1	2	3
*= R/WO/L	HO	CD	7	8	GO	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
OCTOBER						
Su	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	P	22
23	24	25	26	27	28	29
30	31					
NOVEMBER						
Su	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	HO	12
13	14	15	16	17	WW	19
20	21	22	23	HO	HO	HO
HO	28	29	30			
DECEMBER						
Su	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	LS
FX	FX	FX	FX	FX	L	17
18	19	20	21	22	HO	HO
HO	HO	HC	HC	HC	HC	HO

Key:
CD = Census Date
FD = First Day of Classes
FX = Final Exams
GD = Grade Rosters/Rollbooks Due
HO = Holiday
HC = Holiday Closure
L = Last Day of Semester
LA = Last Day to Add
LS = Last Saturday of Classes
P = Last Day to Petition for Degree
CF = College Flex (Prof.) Day
DF = District Flex (Prof.) Day
R = Last Day to Drop w/a Refund
S = Saturday Instruction Begins
SB = Spring Break
6W = 6 wk Summer Session Begins
WO = Last Day to Drop W/O a "W"
WW = Last Day to Drop w/ a "W"
* = R/WO/LA
Last Day to Add, Drop w/a Refund, and Drop W/O W
GO= Grading Option, Last day to file Pass/no Pass
DN=Drop no payment: 2 wk before term start

JANUARY						
Su	M	T	W	Th	F	S
HO	HO	GD	4	5	6	7
8	DN	10	11	12	13	14
15	HO	17	DF	CF	CF	21
22	FD	24	25	26	27	S
29	30	31				
FEBRUARY						
Su	M	T	W	Th	F	S
			1	2	3	4
*= R/WO/L	CD	7	8	9	GO	11
12	13	14	15	16	HO	HO
HO	HO	21	22	23	24	25
26	27	28				
MARCH						
Su	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	P	18
19	20	21	22	23	24	25
26	27	28	29	30	HO	
APRIL						
Su	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	SB	SB	SB	SB	SB	HO
HO	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
MAY						
Su	M	T	W	Th	F	S
	WW	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	HO	LS
FX	FX	FX	FX	FX	L	27
28	HO	30	31			
JUNE						
Su	M	T	W	Th	F	S
				1	2	3
4	DN/GD	6	7	8	9	10
11	12	13	14	15	16	17
18	6wk	20	21	22	23	24
25	*= R/WO/L A	CD	28	GO/P	30	

TOTAL WORK DAYS \_\_\_\_\_ FTE \_\_\_\_\_

Immed. Dean / Manager's Signature / Date

EMPLOYEE'S SIGNATURE / Date

Approp. V.P. / President's Signature / Date