4 Week Schedule Periods - 2022

Schedule Period **Start** Date	Schedule Period **End** Date	**Non-primetime requests due by:** *See bullet 1 at bottom of page	**Requests due by** Will close at 8am on Monday	**Schedule must be posted by:** *Many units post the Friday prior to this date
1/2/2022	**1/29/2022**	**9/17/21** (approve by 9/24/21)	**12/5/2021**	**12/19/2021**
1/30/2022	**2/26/2022**	**10/15/21** (approve by 10/22/21)	**1/2/2022**	**1/16/2022**
2/27/2022	**3/26/2022**	**11/12/21** (approve by 11/19/21)	**1/30/2022**	**2/13/2022**
3/27/2022	**4/23/2022**	**12/10/21** (approve by 12/17/21)	**2/27/2022**	**3/13/2022**
4/24/2022	**5/21/2022**	**Primetime and 1/7/22** (approved by 1/14/22)	**3/27/2022**	**4/10/2022**
5/22/2022	**6/18/2022**	**Primetime**	**4/24/2022**	**5/8/2022**
6/19/2022	**7/16/2022**	**Primetime**	**5/22/2022**	**6/5/2022**
7/17/2022	**8/13/2022**	**Primetime**	**6/19/2022**	**7/3/2022**
8/14/2022	**9/10/2022**	**Primetime**	**7/17/2022**	**7/31/2022**
9/11/2022	**10/8/2022**	**Primetime and 5/27/22** (approved by 6/3/22)	**8/14/2022**	**8/28/2022**
10/9/2022	**11/19/2022*** *Adjusted 6 wk sch	**6/24/22** (approved by 7/1/22)	**9/11/2022**	**9/25/2022**
11/20/2022*	**1/14/2023***	**8/5/22** (approved by 8/12/22)	**10/16/2022**	**11/6/2022**
*8 week winter holiday schedule including Thanksgiving, Christmas and New Year's				

You can make requests up to 365 days in advance.

- Requests for vacation occurring between October 1st and April 30th will be approved or disapproved 12 weeks prior to the **posting of the schedule in which they occur**, not 12 weeks before your vacation starts.
- Requests that occur during primetime will follow contract primetime guidelines.
- Otherwise requests will be approved during schedule creation of the schedule in which requested date falls.