



Office of the Vice President
for Research

FY 22 – Quarter 3 Leave Request Form
Due: December 1, 2021

Employee Name: _____

Date of Request: _____

	January	February	March
1	Saturday		
2	Sunday		
3			
4			
5		Saturday	Saturday
6		Sunday	Sunday
7			
8	Saturday		
9	Sunday		
10			
11			
12		Saturday	Saturday
13		Sunday	Sunday
14			
15	Saturday		
16	Sunday		
17			
18			
19		Saturday	Saturday
20		Sunday	Sunday
21			
22	Saturday		
23	Sunday		
24			
25			
26		Saturday	Saturday
27		Sunday	Sunday
28			
29	Saturday		
30	Sunday	No 30 th in Feb.	
31		No 31 st in Feb.	