
5.20 CLOSING SCHOOL

DATE LAST UPDATED: 6 March 2003

1. The University operates on a 5-day workweek, Monday through Friday, except for legal holidays. Staff and faculty hours are generally 0800-1630 at the McNair campus and 0730-1600 in Norfolk. Student hours are prescribed in their weekly schedules; they are expected to attend all classes and participate in appropriate academic functions unless prevented by illness or emergency.
2. In the case of severe weather or other emergency, The National Defense University follows the guidance of the Federal Government's Office of Personnel Management. Members of the University community should listen to the public media for notice of closing, liberal leave, or delays in opening.
3. Students, staff, and faculty assigned to the National Defense University observe an academic recess over the Christmas holiday period.
4. During the holiday period, students remain on duty status, but are not required to report for class. Students who plan to leave their local area of residence for more than 72 hours are required to take leave. The local area of residence for students attending Fort McNair is defined as the Washington Metropolitan Area; for JFSC it is the Tidewater Area. Military and civilian staff and faculty members are required to be at their normal place of duty or on an approved leave during the recess period. A liberal leave policy is encouraged.

APPLICABLE REGULATION: N/A

NDU PROPONENT: Vice President for Academic Affairs. (202) 685-3841, Rm 301, MH