

Holiday calendar

1 Sept. 2021-31 Dec. 2022 (1 May 2021-30 Apr. 2022)

Period	Date(s)	Is campus closed?	Teaching-free?	Comment
Autumn 2021	Week 42 (or week 50)	No		Remaining days of holiday from 2020/21
Christmas holidays	27 Dec.-2 Jan.	Yes	Yes	4 preregistered days of holiday (27-30 Dec.)
First day of work in 2022	3 Jan. 2022			
Winter break	17-18 Feb.	No	Yes, as a general rule	2 preregistered days of special holiday
Monday-Wednesday before Easter	11-13 Apr.	No	Yes	3 preregistered days of special holiday
Easter	14-18 Apr.	Yes	Yes	Public holiday
General Prayer Day	13 May	Yes	Yes	National holiday
Ascension Day	26 May	Yes	Yes	Public holiday
Friday after Ascension Day	27 May	Yes	Yes	1 preregistered holiday day
Whit Monday	6 June	Yes	Yes	Public holiday
Summer holidays	Three consecutive weeks between weeks 28-30			15 preregistered days of holiday
Week 42 (autumn break)	17-21 Oct.	No	Yes, as a general rule	5 preregistered days of holiday

Additional information on the holiday calendar

Accrual of and taking days of holiday

Employees earn 2.08 days of holiday per month (i.e. 25 days of holiday). The days of holiday are earned at the end of the month and can be taken from the 1st of the following month. The above holiday days apply to all employees at BTECH employed in the *entire* accrual period 1 September 2021 to 31 August 2022. Holiday accrued during this period will be available for use from 1 September 2021 to 31 December 2022.

Accrual of and taking special holidays

Employees earn 0.42 special holidays for each month of employment in the calendar year (i.e. five special holidays). The above special holidays apply to all employees at BTECH employed in the accrual period 1 January 2020 to 31 December 2020. The special holiday accrued during this period will be available for use from 1 May 2021 to 30 April 2022. Please note that you can only take special holidays earned during your employment at Aarhus University. You cannot take unpaid special holidays.

Preregistration

Holiday dates and special holidays are preregistered in the [Excel sheet on the O drive](#). If you wish to change a preregistered date, you can do so (not retrospectively and only earned days). Please note that you *must* register a new date in the holiday plan. If you do not change the preregistered days before taking the holiday, these days are considered planned days off.

Special agreements

If you do not take a minimum of three weeks' summer holiday (the main holiday), a written agreement must be made with the head of department, stating when the holiday will be taken instead.

Remaining holiday

You *must* use all remaining holiday from the accrual period 1 September 2020 to 31 August 2021 *before 31 December 2021*. Please note that you cannot use your remaining holiday for the Christmas holidays 2021, since these dates are part of the holiday year 2021/22 (1 September 2021-31 August 2022).