

# VETERAN'S DAY REFERENCE GUIDE

## Faculty Employees

Questions regarding timesheet entry should be emailed to Accounts Payable at [apayable@fhsu.edu](mailto:apayable@fhsu.edu) or call AP at 5948.

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### Faculty working on Veteran's Day

Since classes are in session, as a Faculty employee, **no entry will be needed on my timesheet.**

### Faculty NOT working on Veteran's Day

If a faculty employee is sick on Veteran's Day, they will need to request **Sick Time off** in half or full day increments.