

Fiscal Year Ending 2013 Closing Schedule

Friday, June 28	Last day for billing and encumbrance transactions.
Monday, July 8	First Closing at 5pm. Entries submitted for posting due in by noon.
Tuesday, July 9	Depreciation for June runs.
Friday, July 19	All Auxiliary vouchers must be entered and approved.
Tuesday & Wednesday July 23, & 24	Campus Closing Meetings.
Thursday, July 25	Final closing at 5pm. Entries submitted for posting due in by noon. *Note: Since the campus and University Administration can continue to make entries until final close, we encourage you not to run your financial statement reports and complete your variance analysis until Friday, July 26 th .

For Reporting Organizations

Friday, August 9	Variance Analysis & Balance Sheet Backup Deadline. Different campuses/departments may have earlier deadlines.
Friday, August 16	Follow-up questions related to variance analysis distributed to units.
Friday, August 23	Deadline for the responses to the follow-up questions from the units.

For Non-Reporting Organizations

Friday, August 9	Variance Analysis & Balance Sheet Backup Deadline. Different campuses/departments may have earlier deadlines.
Friday, September 6	Auxiliary accounting will contact non-reporting organizations with variance analysis questions.
Friday, September 13	Deadline for the responses to the follow-up questions from the units.