

Monthly Finance closing schedule - Fiscal year 2024

Month	External due date - A	Monthly closing date - B
July 31, 2023	Friday, July 28, 2023	Thursday, August 03, 2023
August 31, 2023	Wednesday, August 30, 2023	Monday, September 04, 2023
September 30, 2023	Thursday, September 28, 2023	Tuesday, October 03, 2023
October 31, 2023	Monday, October 30, 2023	Thursday, November 02, 2023
November 30, 2023	Wednesday, November 29, 2023	Monday, December 04, 2023
December 31, 2023	Tuesday, December 19, 2023	Wednesday, January 03, 2024
January 31, 2024	Tuesday, January 30, 2024	Friday, February 02, 2024
February 28, 2024	Tuesday, February 27, 2024	Monday, March 04, 2024
March 31, 2024	Thursday, March 28, 2024	Tuesday, April 02, 2024
April 30, 2024	Monday, April 29, 2024	Thursday, May 02, 2024
May 31, 2024	Thursday, May 30, 2024	Tuesday, June 04, 2024
June 30, 2024	TBD	TBD

A - Documents (IDT's, Invoices, Travel reimbursements, etc.) due to Controller's Office by close of business.

B - Month to be closed in Banner, by end of day.

NOTE: IDT's, Invoices, Travel reimbursements, etc. received in the Controller's Office after the External due date will be processed in the following month, except at year-end, which will follow the annual year-end closing schedule, and will be announced closer to year-end.