

Monthly Finance closing schedule - Fiscal year 2025

Month	External due date - A	Monthly closing date - B
July 31, 2024	Tuesday, July 30, 2024	Monday, August 5, 2024
August 31, 2024	Thursday, August 29, 2024	Tuesday, September 3, 2024
September 30, 2024	Friday, September 27, 2024	Wednesday, October 2, 2024
October 31, 2024	Wednesday, October 30, 2024	Monday, November 4, 2024
November 30, 2024	Tuesday, November 26, 2024	Tuesday, December 3, 2024
December 31, 2024	Thursday, December 19, 2024	Friday, January 3, 2025
January 31, 2025	Thursday, January 30, 2025	Tuesday, February 4, 2025
February 28, 2025	Thursday, February 27, 2025	Tuesday, March 4, 2025
March 31, 2025	Friday, March 28, 2025	Wednesday, April 2, 2025
April 30, 2025	Tuesday, April 29, 2025	Friday, May 2, 2025
May 31, 2025	Thursday, May 29, 2025	Tuesday, June 3, 2025
June 30, 2025	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.