

**MONTH-END DEADLINES FOR SUBMITTING FINANCIAL TRANSACTIONS & REPORTING SCHEDULE**  
**FISCAL YEAR 23 (May 1<sup>st</sup>, 2022 to April 30<sup>th</sup>, 2023)**

Fiscal Period	Calendar Month	Transactions Dated	MONTH-END DEADLINES:			<b>Period (Month) Closes</b> All transactions and feed files submitted by the deadlines will be posted within that month (i.e. posted before the month is closed).
			for FINANCE ACCOUNTS RECEIVABLE	to submit online transactions in BANNER	to submit feed files to FINANCIAL SERVICES	
1	May(05)	May 1st - 31st	May 31st	May 31st	June 3rd*	June 7th*
2	June (06)	June 1st - 30th	June 30th	June 30th	July 7th	July 12th
3	July (07)	July 1st – 31st	July 28th	July 31st	August 3rd	August 8th
4	August (08)	August 1st – 31st	August 31st	August 31st	September 6th	September 8th
5	September (09)	September 1st – 30th	September 30th	September 30th	October 5th	October 7th
6	October (10)	October 1st – 31st	October 31st	October 31st	November 3rd	November 7th
7	November (11)	November 1st – 30th	November 30th	November 30th	December 5th	December 7th
8	December (12)	December 1st – 31st	December 22nd	December 31st	January 5th	January 9th
9	January (01)	January 1st – 31st	January 31st	January 31st	February 3rd	February 7th
10	February (02)	February 1st – 28th	February 28th	February 28th	March 3rd	March 7th
11	March (03)	March 1st – 31st	March 31st	March 31st	April 5th*	April 11th*
12	April (04)	April 1st – 30th	April 28th	April 30th	May 3rd*	1st cutoff TBD**
						(Period 14) 2nd cutoff TBD**
						(Period 14) TBD**

**Due to unforeseen circumstances, these dates are subject to change. | \*Tentative**

\*\*Please refer to the Year-End Memo published every April.