

MONTH-END DEADLINES FOR SUBMITTING FINANCIAL TRANSACTIONS & REPORTING SCHEDULE
FISCAL YEAR 25 (May 1st, 2024 to April 30th, 2025)

Fiscal Period	Calendar Month	Transactions Dated	MONTH-END DEADLINES:			Period (Month) Closes 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 5th*	June 7th*
2	June (06)	June 1st - 30th	June 27th	June 30th	July 4th	July 9th
3	July (07)	July 1st – 31st	July 31st	July 31st	August 6th	August 8th
4	August (08)	August 1st – 31st	August 30th	August 31st	September 5th	September 9th
5	September (09)	September 1st – 30th	September 30th	September 30th	October 3rd	October 7th
6	October (10)	October 1st – 31st	October 31st	October 31st	November 5th	November 7th
7	November (11)	November 1st – 30th	November 29th	November 30th	December 4th	December 6th
8	December (12)	December 1st – 31st	December 24th	December 31st	January 7th	January 9th
9	January (01)	January 1st – 31st	January 31st	January 31st	February 5th	February 7th
10	February (02)	February 1st – 28th	February 28th	February 28th	March 5th	March 7th
11	March (03)	March 1st – 31st	March 31st	March 31st	April 3rd*	April 7th*
12	April (04)	April 1st – 30th	April 30th	April 30th	May 5th*	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.