

**Controller's Office
Monthly Closing Deadlines
Fiscal Year 2021-2022**

| Calendar Month | Deadline for Invoices & Accounts Payable Transactions | Deadline for all Types of Deposits | Deadline for Journal Entry Emails | Deadline for Journal Entry Imports | Month End Close Date |
|---------------------|---|------------------------------------|-----------------------------------|------------------------------------|-----------------------|
| | 5:00 PM on: | 5:00 PM on: | 12:00 Noon on: | 5:00 PM on: | 5:00 PM on: |
| July-21 | Wednesday, July 28 | Monday, August 2 | Thursday, August 5 | Thursday, August 5 | Monday, August 9 |
| August-21 | Friday, August 27 | Wednesday, September 1 | Tuesday, September 7 | Tuesday, September 7 | Thursday, September 9 |
| September-21 | Tuesday, September 28 | Friday, October 1 | Thursday, October 7 | Thursday, October 7 | Monday, October 11 |
| October-21 | Wednesday, October 27 | Monday, November 1 | Thursday, November 4 | Thursday, November 4 | Monday, November 8 |
| November-21 | Tuesday, November 23 | Wednesday, December 1 | Monday, December 6 | Monday, December 6 | Wednesday, December 8 |
| December-21 | Friday, January 14 | Thursday, December 23 | Friday, January 14 | Friday, January 14 | Tuesday, January 18 |
| January-22 | Thursday, January 27 | Tuesday, February 1 | Friday, February 4 | Friday, February 4 | Tuesday, February 8 |
| February-22 | Thursday, February 24 | Tuesday, March 1 | Friday, March 4 | Friday, March 4 | Tuesday, March 8 |
| March-22 | Tuesday, March 29 | Friday, April 1 | Thursday, April 7 | Thursday, April 7 | Monday, April 11 |
| April-22 | Wednesday, April 27 | Monday, May 2 | Thursday, May 5 | Thursday, May 5 | Monday, May 9 |
| May-22 | Thursday, May 26 | Wednesday, June 1 | Monday, June 6 | Monday, June 6 | Wednesday, June 8 |
| June-22 | ***** TO BE ANNOUNCED ***** | | | | |