

**Controller's Office  
Monthly Closing Deadlines  
Fiscal Year 2023-2024**

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:
<b>July-23</b>	Thursday, July 27	Tuesday, August 1	Friday, August 4	Friday, August 4	Tuesday, August 8
<b>August-23</b>	Tuesday, August 29	Friday, September 1	Thursday, September 7	Thursday, September 7	Monday, September 11
<b>September-23</b>	Wednesday, September 27	Monday, October 2	Friday, October 6	Friday, October 6	Tuesday, October 10
<b>October-23</b>	Friday, October 27	Wednesday, November 1	Monday, November 6	Monday, November 6	Wednesday, November 8
<b>November-23</b>	Tuesday, November 28	Friday, December 1	Wednesday, December 6	Wednesday, December 6	Friday, December 8
<b>December-23</b>	Thursday, January 11	Thursday, December 21	Thursday, January 11	Thursday, January 11	Tuesday, January 16
<b>January-24</b>	Monday, January 29	Thursday, February 1	Tuesday, February 6	Tuesday, February 6	Thursday, February 8
<b>February-24</b>	Tuesday, February 27	Friday, March 1	Wednesday, March 6	Wednesday, March 6	Friday, March 8
<b>March-24</b>	Wednesday, March 27	Monday, April 1	Friday, April 5	Friday, April 5	Tuesday, April 9
<b>April-24</b>	Friday, April 26	Wednesday, May 1	Monday, May 6	Monday, May 6	Wednesday, May 8
<b>May-24</b>	Wednesday, May 29	Monday, June 3	Thursday, June 6	Thursday, June 6	Monday, June 10
<b>June-24</b>	***** TO BE ANNOUNCED *****				