THE UNIVERSITY OF GEORGIA
Office of the Vice President for Finance and Administration
Accounting Department

The following schedule details the monthend closing dates for processing transactions through the UGA Financial Management System. **Administrators should provide copies of this schedule to any financial representatives in their area.**

Financial Closing Schedule
2020-2021

Month	Last Day of Month	Monthend Close Process Begins*	Monthend Close Process Ends**	Reports Available***
July	31	Aug 4	Aug 7	Aug 8
August	31	Sep 2	Sep 8	Sep 9
September	30	Oct 2	Oct 7	Oct 8
October	31	Nov 3	Nov 6	Nov 7
November	30	Dec 2	Dec 7	Dec 8
December	31	Jan 4	Jan 7	Jan 8
January	31	Feb 2	Feb 5	Feb 6
February	28	Mar 2	Mar 5	Mar 6
March	31	Apr 2	Apr 7	Apr 8
April	30	May 4	May 7	May 8
May	31	Jun 2	Jun 7	Jun 8
June	30	Jul 15	Jul 22	Jul 23

* Before monthend close processes begin, Accounting will ensure all journals dated in that month have been posted or deleted. Once journals have been completed, Accounting will begin running monthend processes, such as project cost collection, F&A cost (IDC) recovery and return distribution, and project revenue recognition.

** All monthend processing completed

*** Data Warehouse and Budget Management System reports updated for monthend reporting