

**Finance Office Deadline and Report Calendar**

	July	August	September	October	November	December	January	February	March	April	May	June
Day	2011	2011	2011	2011	2011	2011	2012	2012	2012	2012	2012	2012
1	All FY11 POs must be closed out by dept.											
2							Campus closed				Trustee Meeting	
3				Capital Budget Deadline Law School & Nursing Clinic Budget								
4	Campus closed											
5			Campus closed	Final Enrollment Projections								
6	Comptroller prior month reports released									Campus closed		
7						Trustee Meeting						
8												
9						Dental Capitation Rate						
10				Final enrollment projections Provost operating requests								
11	Monthly accounting close											
12	June acct mgr reports available - Bus Objects.											
13												
14									Trustee Meeting			
15					Graduate health insurance projection							
16					Treasurer's Report distrb.		Campus closed				Treasurer's Report distrb.	
17												
18				Treasurer's Report distrb.		Treasurer's Report distrb.						
19	Acct corrections due to Comptroller's Office.		Treasurer's Report distrb.									Treasurer's Report distrb.
20							Faculty Salary Changes	Treasurer's Report distrb.	Treasurer's Report distrb.	Treasurer's Report distrb.		
21												
22			Trustee Meeting									
23						Campus closed	Treasurer's Report distrb.					
24					Campus closed	Campus closed						
25					Campus closed	Campus closed						
26						Campus closed						
27	June - final statements available- Bus Objects.											
28											Campus closed	
29												
30						Campus closed						
31		New Programs / Expansion - Academic. Dental Rates, Clinic, & Non-Tuition Revenue projections										

RED- Comptroller

Green-Budget

Purple- Trustee

Blue- Finance Reports