


July 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Direct Debit Create 7/1 CC_DEPT_ROLLUP YE Prelim IS & BS FIN Reports will start running nightly	2 AP Checks Student checks	3	4 	5	6
7 UMDAILY @ 7PM	8 Dunning Letters Last day for GL Feeders to load June data.	9 AP Checks Student checks HOSPT REVDED ALLOC - GHMREVDED (Do not Run in Alloc 1) Last day to enter ARBI invoices with June accounting date for year-end revenue accrual	10 - AP/TE Accrual Upload for FY24 vouchers posted 7/1-7/9 - ARR/CRR Accrual - ARBI Accrual AP/TE Accrual	11 Allocations 1,2,3,4 & Due To - Exclude Asset Mgmt. (GHMDEPREC in Alloc 1) UMDAILY's (web JE unavailable during processing) Close sub-modules Prelim Reports	12 BW Payroll - AP 2 nd Accrual Upload by HOSPT - Last day to activate HOSPT leases in LA – 5pm cutoff June Web JE Cutoff for Departments	13
14 UMDAILY @ 7PM	15 Run AP Accrual queries for AM Review 1. HOSPT - June Depr 2. UMDAILY @ noon 3. GHMDEPREC - TE 2 nd Accrual Upload	16 AP Checks Student checks AM Open for FY25 (HOSPT only)	17 June Web JE Cutoff for OSPA Offices	18	19 Retiree Payroll Monthly Payroll Last day to enter assets in AM or activate leases in LA for campuses– 5:00pm cutoff	20
21 UMDAILY @ 7PM	22 Asset Mgmt. Recons due to Controller's Office by noon	23 AP Checks Student checks Asset Recons - 32 & 34 Depreciation for JUNE (All BU's, but HOSPT)	24 Investment Income - (ALLYRBAL-1) AM Open for FY25 (All BU) June Web JE Cutoff for Acct. Offices	25	26 BW Payroll BW Salary Accrual – HOSPT	27
28 UMDAILY @ 7PM	29 Encumbrance Vacation Accrual Cost Share Rev Cleanup Revenue Recog Grants	30 AP Checks Student checks	31 Last day for feeders to load July data Depr Recons – 31 & 33 Net Book Value Roll Forwards - (BALSHEET & PTD)			