



FY22 Closing Calendar - May 2022				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
May 2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23 ALL University Depts. Deadline for Non-Employee and Student Expense reimbursement to be in the Disbursements queue in WD by 5pm ALL University Depts.' Deadline to submit Ad Hoc pmts. to Disbursements queue by 5PM	24	25	26	27 ALL University Depts. Deadline to submit Expense Reports to be in Disbursements queue by 5pm ALL University Depts. Deadline for FY22 Pcard verifications in Disbursements queue by 5pm
30 HOLIDAY - MEMORIAL DAY FR - Prelim. AON Pension per 2-28-22 statement	31 GA - Schedule Close May modules, Except: - Journals - Oper. Journals - Assets - Banking - Supplier Invs. - Procurement - Payroll - by 12am GA- Schedule OPEN June period 12:15am	Jun 1 "Refer to June 2022 Calendar"	2 "Refer to June 2022 Calendar"	3 "Refer to June 2022 Calendar"

GA: General Accounting
FR: Financial Reporting
PA: Property Accounting
PR: Payroll

FY22 Closing Calendar - June 2022

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MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
May 30 <i>"Refer to May 2022 Calendar"</i>	May 31 <i>"Refer to May 2022 Calendar"</i>	Jun 1 ALL University Depts. deadline to submit FY22 check requests and AP Supplier Invoices to Accounts Payable by 5pm	2	3 Deadline to submit FY22 Journal Entries and PAAs affecting any grant to ORA by 5 p.m.
6 PR - Payroll deadline to submit non-grant PAA's by 5 PM	7 GA- Close May "Payroll" incl PAAs	8	9 GA- Central Office C/O at 3:00PM - ALL JEs for May	10 GA - WD Invoices in process to Accrue May
ALL - May JEs due from Depts. / Field	ALL - AHBT due from Depts./Field		GA - Closes AP "Supplier Invoices" module for May	TENTATIVE/Working with 3rd Parties
	GA - Close of LeaseCalcs for May JEs by 1pm		PUR - GA run Proc R/F task, then close Procurement module	FR - Prelim. Towers Watson Pension per 2-28-22 statement
	IT - All May Integrations are in WD - EOD		GA- Close May "Banking" module by 5PM	
13 GA- Close May "Journals" module after Mass Cancel at 5PM	14 GA- Review and Finalize May allocations by 12pm	15 MED FIN - to submit to FP&A the Severance accrual for review and entries to be recorded in WD	16 FACILITIES-Retainage Info due to Property Accounting	17
GA- Sched. and run May Allocations	PA - Depreciation & Finalize PPE			
	GA- Upon finalizing May Allocations and PP&E change May period to "Adjustments Only"	MED FIN - to record in WD all Bonus accrual entries		
20 Juneteenth Holiday	21	22	23 PA - Retainage JE posted	24 MED FIN - to submit prelim med mal liability entries to be recorded in WD
27 FR - ALL Severance accruals due to be recorded in WD FR - Prelim. AON Pension per 5-31-22 statement	28 PR - Benefits liabilities completed	29 Various - Vacation and fringe entries due from ALL areas	30 Preliminary numbers due to Management (subsequent entries must be approved by senior leadership)	Jul 1 <i>"Refer to July 2022 Calendar"</i>

FY22 Closing Calendar - July 2022

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MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
June 27 <i>"Refer to June 2022 Calendar"</i>	June 28 <i>"Refer to June 2022 Calendar"</i>	June 29 <i>"Refer to June 2022 Calendar"</i>	June 30 <i>"Refer to June 2022 Calendar"</i>	Jul 1
4 HOLIDAY - INDEPENDENCE DAY	5	6	7	8
11	12	13 FP&A - No more JE's at unit level TENTATIVE/Working with 3rd Parties FR - Prelim. Towers Watson Pension per 5/31/22 statement	14	15 FR - TB & FS PBCs provided to auditors for May 31st, 2022
18	19	20	21	22
UM (including hospitals) - KPMG Fieldwork-Final - Begins Jul 18 through Sep 16 →				
25	26	27	28	29
← Since Jul 18 →	UM (including hospitals) - KPMG Fieldwork-Final →			To Sep 16 →
FR - Final AON Pension per 5-31-22 (Disclosure Exhibit), Cover Letter, & Eligibility Company Splits				

FY22 Closing Calendar - August 2022

GA: General Accounting
 FR: Financial Reporting
 PA: Property Accounting
 PR: Payroll

MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		
Aug 1	2	3	4	5						
← From Jul 18	→	UM (including hospitals) - KPMG Fieldwork-Final				→	To Sep 16			→
8	9	10	11	12						
← From Jul 18	→	UM (including hospitals) - KPMG Fieldwork-Final				→	To Sep 16			→
			TENTATIVE/Working with 3rd Parties FR - Final Towers Watson Pension Report 5-31-22 is received and recorded in WD							
15	16	17	18	19						
← From Jul 18	→	UM (including hospitals) - KPMG Fieldwork-Final				→	To Sep 16			→
22	23	24	25	26						
← From Jul 18	→	UM (including hospitals) - KPMG Fieldwork-Final				→	To Sep 16			→
29	30	31	Sep 1	2						
← From Jul 18	→	UM (including hospitals) - KPMG Fieldwork-Final				→	To Sep 16			→
			"Refer to September 2022 Calendar"			"Refer to September 2022 Calendar"				

FY22 Closing Calendar - September 2022

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MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29 <i>"Refer to August 2022 Calendar"</i>	30 <i>"Refer to August 2022 Calendar"</i>	31 <i>"Refer to August 2022 Calendar"</i>	Sep 1	2
← From Jul 18	UM (including hospitals) - KPMG Fieldwork-Final			To Sep 16 →
				HOLIDAY - LABOR DAY
5 ← From Jul 18	6	7	8	9 To Sep 16 →
UM (including hospitals) - KPMG Fieldwork-Final				
12 ← From Jul 18	13	14	15	16 To Sep 16 ←
UM (including hospitals) - KPMG Fieldwork-Final				
				UM (incl. Hospitals) KPMG Audit SIGN-OFF
				FR - Provide MD&A analysis to FP&A
19	20	21	22	23
26	27	28	29	30



Thank you ALL for your continuous support and hard work during this past Fiscal Year 2022!