

Dates to Remember: (as of 6/22/15)

<u>Date</u>	<u>Office</u>	<u>Description</u>
Monday, June 22	Payroll	Submission of revised faculty summer sup forms with merit to payroll to impact 6/30 payroll
Tuesday, June 23	Payroll/HR	Validation of Faculty merit in DW
Friday, June 26	Budget Office	Deadline for update to salary and revenue budgets in Budget Application
Monday, June 29	Disbursements	Deadline for campus travel and expense report submissions for inclusion in FY15
Thurs, July 2	Accounting/RAF	<ul style="list-style-type: none"> • Last day to submit FTR's • Last day to submit Labor Redistributions that affect unrestricted funds for FY 2015
Thurs, July 7	Accounting	Preliminary financial data available in Banner after 6:00 PM
Friday, July 8	Accounting	Preliminary financial data available in the Data Warehouse.
July 8 – 10	Accounting	Review period of financial data before final close. Last days for: <ul style="list-style-type: none"> • Paper T&E • FY '15 Invoices in OSCAR • Labor Redistributions • Other adjustments / corrections, FTR's

Tuesday, July 14	Accounting	Final close. Data available in Banner after 6:00 PM
Wed, July 15	Accounting	Final FY 2015 data available in the Data Warehouse.
Thurs, July 16	RA&F/Payroll	Return signed Spring 2015 Labor Verification Reports to RA&F