2024 Year-End Closing Schedule
June 30, 2024

Pre-Closing	
Friday, May 24	Turn on Org Reversion process
Monday, June 3	Campuses/Central Administration generate Closing Reports
Friday, June 28	Last day for billing and encumbrance transactions

First Closing	
Thursday, July 4	Indiana University recognizes Independence Day
Monday, July 8	**First closing at 5:00 p.m. Entries submitted to UCO for posting due in by noon.**
	CAMS Processing of GAA's for Fiscal 2024 AP invoices
	UCO will reverse July Buy.IU invoice transactions posted to the GL, if the invoice was dated June 30 or prior and marked payable. Those entries, which include actual expenses and liabilities, and the associated dis-encumbrances, will then be posted back to June (period 12) and appear on the First Closing Reports.
Tuesday, July 9	Publish the First Closing Standard Reports
	Campuses/Central Administration generate Closing Reports
Wednesday, July 10	Run June Depreciation (batch process sets create date for assets created from July 1 through July 10 to June 30, 2024) – Runs at the beginning of the batch cycle

Second Closing/Final Closing	
Thursday, July 11	**Second closing at 5:00 p.m.**
	UCO will reverse July Buy.IU invoice transactions posted to the GL, if the invoice was dated June 30 or prior and marked payable. Those entries, which include actual expenses and liabilities, and the associated dis-encumbrances, will then be posted back to June (period 13) and appear on the Final Closing Reports.
	Last day for 68 Clearing Account Entries
	All auxiliary vouchers must be entered and approved
Friday, July 12	Campuses/Central Administration generate Closing Reports
Wednesday, July 17	**Final closing at 5:00 p.m.**
Thursday, July 18	Publish the Final Closing Standard Reports
	Campuses/Central Administration generate Closing Reports

Run June Depreciation again (if needed)

Friday, July 19	CAMS Final Snapshots – Run at the end of the batch cycle (Saturday 1am)
Wednesday, July 31	Required year-end closing submission for CRUs due to Campus Controllers
	Sub-Certification Checklists due to Campus Controllers
	For all IU units, non-system generated transactions $5M and over must have substantiation attached to the originating document