

Scheduled Financial Closing Dates for All Campuses
FY2024

| Accounting Period | Final Date for HR Journals Sent to the General Ledger* | Scheduled Closing Start Date | Scheduled Closing End Date |
|-------------------|--|------------------------------|----------------------------|
| 1 (September) | 10/03/2023 | 10/4/2023 | 10/9/2023 |
| 2 (October) | 11/1/2023 | 11/2/2023 | 11/7/2023 |
| 3 (November) | 12/1/2023 | 12/4/2023 | 12/7/2023 |
| 4 (December) | 1/2/2024 | 1/3/2024 | 1/8/2024 |
| 5 (January**) | 2/6/2024 | 2/7/2024 | 2/12/2024 |
| 6 (February**) | 3/5/2024 | 3/6/2024 | 3/11/2024 |
| 7 (March) | 4/2/2024 | 4/3/2024 | 4/8/2024 |
| 8 (April) | 5/1/2024 | 5/2/2024 | 5/7/2024 |
| 9 (May) | 6/3/2024 | 6/4/2024 | 6/7/2024 |
| 10 (June) | 7/1/2024 | 7/2/2024 | 7/8/2024 |
| 11 (July**) | 8/6/2024 | 8/7/2024 | 8/12/2024 |
| 12 (August) | TBD | TBD | TBD |

* Scheduled Closing Start Dates are determined by the final delivery date of HR journals and the subsequent posting of all HR journals for the month.

** The Scheduled Closing Start Dates and Scheduled Closing End Dates are later than normal due to the last on-cycle for the month being processed later.

The payroll calendars for FY24 are found at the Payroll Services website:
<http://www.uh.edu/human-resources/payroll/>