

Harvard University
FY2019 Month End Fixed Assets Closing Schedule
July 1, 2018 - June 30, 2019

FISCAL MONTH	<u>Last Day of Month</u>		<u>Date AP Adjustments must be approved by (EOD day 2)*</u>		<u>Date AP Closes (3:30 pm day 3)*</u>		<u>Date Assets related journals need to be in GL for current period (EOD day 3)*</u>		<u>Date Mass Additions need to be reviewed (by 9 am on day 4)*</u>	
	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE
JUL 2018	Tues	07/31					Mon	08/06	Tues	8/7
AUG 2018	Fri	08/31	Wed	9/05	Thurs	9/06	Thurs	9/06	Fri	09/07
SEPT 2018	Sun	09/30	Tues	10/02	Wed	10/03	Wed	10/03	Thurs	10/4
OCT 2018	Wed	10/31	Fri	11/02	Mon	11/05	Mon	11/05	Tues	11/06
NOV 2018	Fri	11/30	Tues	12/04	Wed	12/05	Mon	12/05	Thurs	12/06
DEC 2018	Mon	12/31	Thurs	01/03	Fri	01/04	Fri	01/04	Mon	01/07
JAN 2019	Thurs	01/31	Mon	02/04	Tues	02/05	Tues	02/05	Wed	02/06
FEB 2019	Thurs	02/28	Mon	03/04	Tues	03/05	Tues	03/05	Wed	03/06
MAR 2019	Sun	03/31	Tues	04/02	Wed	04/03	Wed	04/03	Thurs	04/04
APR 2019	Tues	04/30	Thurs	05/02	Fri	05/03	Fri	05/03	Mon	05/06
MAY 2019	Fri	05/31	Tues	06/04	Wed	06/05	Wed	06/05	Thurs	06/06
JUNE:										
1st Close 2019	Fri	06/30		TBD		TBD		TBD		TBD
2nd Close 2019	Fri	06/30		TBD		TBD		TBD		TBD
3rd Close 2019	Fri	06/30		N/A		N/A		TBD		TBD
4th Close 2019	Fri	06/30		N/A		N/A		TBD		TBD
5th Close 2019	Fri	06/30		N/A		N/A		N/A		N/A