

Harvard University
FY2026 Month End Fixed Assets Closing Schedule
July 1, 2025 - June 30, 2026

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>		<u>Fixed Asset System Close - 9am</u>		<u>Fixed Asset Recons Due from Tubs (Quarterly)</u>	
	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE
JUL 2025	Thurs	07/31	Mon	08/04	Tues	08/05	Tues	08/05	Wed	08/06	Wed	08/06		
AUG 2025	Fri	08/29	Wed	09/03	Thurs	09/04	Thurs	09/04	Fri	09/05	Fri	09/05		
SEPT 2025	Tues	09/30	Thurs	10/02	Fri	10/03	Fri	10/03	Mon	10/06	Mon	10/06	Fri	10/31
OCT 2025	Fri	10/31	Tues	11/04	Wed	11/05	Wed	11/05	Thurs	11/06	Thurs	11/06		
NOV 2025	Fri	11/28	Tues	12/02	Wed	12/03	Wed	12/03	Thurs	12/04	Thurs	12/04		
DEC 2025	Wed	12/31	Mon	01/05	Tues	01/06	Tues	01/06	Wed	01/07	Wed	01/07	Fri	01/30
JAN 2026	Fri	01/30	Tues	02/03	Wed	02/04	Wed	02/04	Thurs	02/05	Thurs	02/05		
FEB 2026	Fri	02/27	Tues	03/03	Wed	03/04	Wed	03/04	Thurs	03/05	Thurs	03/05		
MAR 2026	Tues	03/31	Thurs	04/02	Fri	04/03	Fri	04/03	Mon	04/06	Mon	04/06	Thurs	4/30
APR 2026	Thurs	04/30	Mon	05/04	Tues	05/05	Tues	05/05	Wed	05/06	Wed	05/06		
MAY 2026	Fri	05/29	Tues	06/02	Wed	06/03	Wed	06/03	Thurs	06/04	Thurs	06/04		
JUNE 2026	Tues	06/30	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	Thurs	07/09	Fri	08/07

*** Note: the reference to day X (i.e. day 2, day 3, etc.) denotes the business day after the last calendar day of the month being closed. For example day 2 refers to the second business day after the last day of the calendar month being closed.**