



Accounting and Finance

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TO: Finance Users

FROM: Ross Justus, Associate Controller, Accounting and Finance *RS*

DATE: August 11, 2020

SUBJECT: Fiscal Year 2021 Finance Month-End Closings

The following is a schedule of Finance closing dates for fiscal year 2021, which is also available at <http://af.nmsu.edu/> in the Quick Links section. Closing dates are based on the first business day of the following month. Month-end reports will be available on Cognos and ePrint the day following each month-end close.

“Due to Aggie Service Center” deadlines apply to interdepartmental vouchers, check requests, journal entries, miscellaneous journal entries and budget entries. All documents should be routed through the Aggie Service Desk.

Month Closing	Due To Aggie Service Center	Date Of Close
July 2020	July 29, 2020	August 3, 2020
August 2020	August 28, 2020	September 1, 2020
September 2020	September 28, 2020	October 1, 2020
October 2020	October 29, 2020	November 2, 2020
November 2020	November 24, 2020	December 1, 2020
December 2020	December 21, 2020	January 4, 2021
January 2021	January 28, 2021	February 1, 2021
February 2021	February 25, 2021	March 1, 2021
March 2021	March 30, 2021	April 1, 2021
April 2021	April 29, 2021	May 3, 2021
May 2021	May 27, 2021	June 1, 2021
June 2021		
First Close		July 1, 2021
Second Close		July 12, 2021
Controllers Close		July 21, 2021
Final Close		July 23, 2021