



**Accounting and Finance**

MSC AFR  
New Mexico State University  
P.O. Box 30001  
Las Cruces, NM 88003-8001  
Phone: (575) 646-1514 Fax: (575) 646-3900

**TO:** Finance Users

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

**DATE:** August 25, 2021

**SUBJECT:** Fiscal Year 2022 Finance Month-End Closings

The following is a schedule of Finance closing dates for fiscal year 2022, which is also available at <http://af.nmsu.edu/> in the Quick Links section. Closing dates are 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 2021	July 29, 2021	August 2, 2021
August 2021	August 27, 2021	September 1, 2021
September 2021	September 28, 2021	October 1, 2021
October 2021	October 27, 2021	November 1, 2021
November 2021	November 24, 2021	December 1, 2021
December 2021	December 20, 2021	January 4, 2022
January 2022	January 27, 2022	February 1, 2022
February 2022	February 24, 2022	March 1, 2022
March 2022	March 29, 2022	April 1, 2022
April 2022	April 27, 2022	May 2, 2022
May 2022	May 27, 2022	June 1, 2022
June 2022		
First Close		July 1, 2022
Second Close		July 13, 2022
Controllers Close		July 20, 2022
Final Close		July 22, 2022