

## Deadline to Create Journals

The deadline to create journals in UFLOR each month is by the end of the day, three days before the last business day of the month. This allows for two full business days of review and processing time by the core offices before the month ends.

### Fiscal Year 2026

Period	Month	Deadline to Create Journals*	Closing Date
1	July	7/29/2025	8/5/2025
2	August	8/27/2025	9/4/2025
3	September	9/25/2025	10/3/2025
4	October	10/29/2025	11/5/2025
5	November	11/24/2025	12/4/2025
6	December	12/22/2025	1/8/2026
7	January	1/28/2026	2/4/2026
8	February	2/25/2026	3/4/2026
9	March	3/27/2026	4/3/2026
10	April	4/28/2026	5/5/2026
11	May	5/27/2026	6/3/2026
12	June**	6/17/2026 7/1/2026	7/8/2026

\*Users will have until the close of business to complete journal entries and process them to a V-V status for posting.

\*\*June is an exception due to closing the fiscal year. Journals that involve State Appropriation Funds (101-109, 111-113, 121, 122, 126, 192, and 196) and Student Government Fund will have until 6/17/2026 to be entered for the closing fiscal year. All other journals not involving Appropriation and Student Government funds will have until 7/1/2026.

\*\*\*Tentative date for closing the month/year.