

**UC Flex Financials Monthly Closing Schedule
For Fiscal Year 2016**

Month	Deadline to Enter Documents (1)	Close Date	Tentative Date to Run Reports (2)
July	Aug 7, 2015 (Friday)	Aug 10, 2015 (Monday)	Aug 11, 2015 (Tuesday)
August	Sep 8, 2015 (Tuesday)	Sep 9, 2015 (Wednesday)	Sep 10, 2015 (Thursday)
September	Oct 7, 2015 (Wednesday)	Oct 8, 2015 (Thursday)	Oct 9, 2015 (Friday)
October	Nov 6, 2015 (Friday)	Nov 9, 2015 (Monday)	Nov 10, 2015 (Tuesday)
November	Dec 7, 2015 (Monday)	Dec 8, 2015 (Tuesday)	Dec 9, 2015 (Wednesday)
December	Jan 8, 2016 (Friday)	Jan 11, 2016 (Monday)	Jan 12, 2016 (Tuesday)
January	Feb 5, 2016 (Friday)	Feb 8, 2016 (Monday)	Feb 9, 2016 (Tuesday)
February	Mar 7, 2016 (Monday)	Mar 8, 2016 (Tuesday)	Mar 9, 2016 (Wednesday)
March	Apr 7, 2016 (Thursday)	Apr 11, 2016 (Monday)	Apr 12, 2016 (Tuesday)
April	May 6, 2016 (Friday)	May 9, 2016 (Monday)	May 10, 2016 (Tuesday)
May	Jun 7, 2016 (Tuesday)	Jun 8, 2016 (Wednesday)	Jun 9, 2016 (Thursday)
June	Jul 8, 2016 (Friday)	Jul 11, 2016 (Monday)	Jul 12, 2016 (Tuesday)
June - 13th (3)	Jul 22, 2016 (Friday)	Jul 25, 2016 (Monday)	Jul 26, 2016 (Tuesday)

1 - Documents must be entered by 12:00 p.m. (noon).

2 - Check SAP portal for UC Flex Financials notice that the month has been successfully closed.

3 - Dates are subject to change by the Controller's Office