

**University of North Texas System**  
**UNTS Component General Ledger Closing Schedule**  
**Fiscal Year 2024**

			Department Journal Deadline by 5:00 PM <sup>1</sup>		Close Date by 5:00 PM <sup>2</sup>	
Fiscal Year	Accounting Period	Month	Date	Weekday	Date	Weekday
2024	1	September	October 4, 2023	Wednesday	October 11, 2023	Wednesday
2024	2	October	November 3, 2023	Friday	November 10, 2023	Friday
2024	3	November <sup>3</sup>	December 5, 2023	Tuesday	December 12, 2023	Tuesday
2024	4	December	January 4, 2024	Thursday	January 11, 2024	Thursday
2024	5	January	February 5, 2024	Monday	February 12, 2024	Monday
2024	6	February <sup>3</sup>	March 5, 2024	Tuesday	March 12, 2024	Tuesday
2024	7	March	April 3, 2024	Wednesday	April 10, 2024	Wednesday
2024	8	April	May 3, 2024	Friday	May 10, 2024	Friday
2024	9	May <sup>3</sup>	June 5, 2024	Wednesday	June 12, 2024	Wednesday
2024	10	June	July 3, 2024	Wednesday	July 11, 2024	Thursday
2024	11	July	August 5, 2024	Monday	August 12, 2024	Monday
2024	12	August	September 5, 2024 <sup>4</sup>	Thursday	September 12, 2024	Thursday
2024	998	August	N/A	N/A	September 27, 2024	Friday
2024	999	August	N/A	N/A	October 4, 2024	Friday
2025	1	September	October 3, 2024	Thursday	October 10, 2024	Thursday

**Notes on closing:**

1. Standard department deadline for journals is the third business day of each month.
2. Standard close date for all member institutions is the eighth business day of each month. Member institutions are encouraged to close earlier than the standard close date.
3. The closing date may be extended for these periods due to quarterly reporting to board of regents.
4. All departmental journals submitted to accounting and budget by 12 pm on September 5, 2024 will be posted in FY2024.