

NMSU

Financial Transaction Deadlines - Year-End

FY2019

FINANCIAL TRANSACTION	CLOSE							
	First - 7/1/19		Second - 7/10/19		Third - 7/17/19		Final - 7/19/19	
	DEPT/COLLEGE	CENTRAL	DEPT/COLLEGE	CENTRAL	DEPT/COLLEGE	CENTRAL	DEPT/COLLEGE	CONTROLLER
Budget Entries (B4D, B4C)	x	x	x (Bus Mgrs)	x		x		
Cash Entry Voucher (CEV) (CR05)	x	x						
Direct Pay Requests (DPR)	x							
Electronic Labor Redistributions (ELR)	x							
Interdepartmental Vouchers (IDV)	x							
IDV -Electronic Spreadsheet	x							
Journal Entry - Central (JEC)		x		x		x		x
Journal Entry - Departmental (JED)	x	x	x (Bus Mgrs)	x				
JEC - Electronic Spreadsheet		x	x (Bus Mgrs)	x		x		x
JED - Electronic Spreadsheet	x	x	x	x				
Journal Entry - JE16 Spreadsheet	x	x	x	x		x		x
PCard	x	x		x				
Requisitions <\$60,000	x							
Travel Forms	x							