

**UC Flex Financials Monthly Closing Schedule
For Fiscal Year 2018**

Month	Deadline to Enter Documents (1)	Close Date	Tentative Date to Run Reports (2)
July	Aug 7, 2017 (Monday)	Aug 8, 2017 (Tuesday)	Aug 9, 2017 (Wednesday)
August	Sep 8, 2017 (Friday)	Sep 11, 2017 (Monday)	Sep 12, 2017 (Tuesday)
September	Oct 6, 2017 (Friday)	Oct 9, 2017 (Monday)	Oct 10, 2017 (Tuesday)
October	Nov 7, 2017 (Tuesday)	Nov 8, 2017 (Wednesday)	Nov 9, 2017 (Thursday)
November	Dec 7, 2017 (Thursday)	Dec 8, 2017 (Friday)	Dec 11, 2017 (Monday)
December	Jan 8, 2018 (Monday)	Jan 9, 2018 (Tuesday)	Jan 10, 2018 (Wednesday)
January	Feb 7, 2018 (Wednesday)	Feb 8, 2018 (Thursday)	Feb 9, 2018 (Friday)
February	Mar 7, 2018 (Wednesday)	Mar 8, 2018 (Thursday)	Mar 9, 2018 (Friday)
March	Apr 6, 2018 (Friday)	Apr 9, 2018 (Monday)	Apr 10, 2018 (Tuesday)
April	May 7, 2018 (Monday)	May 8, 2018 (Tuesday)	May 9, 2018 (Wednesday)
May	Jun 7, 2018 (Thursday)	Jun 8, 2018 (Friday)	Jun 11, 2018 (Monday)
June	Jul 9, 2018 (Monday)	Jul 10, 2018 (Tuesday)	Jul 11, 2018 (Wednesday)
June - 13th (3)	Jul 23, 2018 (Monday)	Jul 24, 2018 (Tuesday)	Jul 25, 2018 (Wednesday)

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