

Scheduled Financial Closing Dates for All Campuses  
FY2025

Accounting Period	Final Date for HR Journals Sent to the General Ledger*	Scheduled Closing Start Date	Scheduled Closing End Date
1 (September)	10/01/2024	10/2/2024	10/7/2024
2 (October)	11/1/2024	11/4/2024	11/7/2024
3 (November)	12/2/2024	12/3/2024	12/6/2024
4 (December**)	1/7/2025	1/8/2025	1/13/2025
5 (January)	2/4/2025	2/5/2025	2/10/2025
6 (February)	3/4/2025	3/5/2025	3/10/2025
7 (March)	4/1/2025	4/2/2025	4/7/2025
8 (April)	5/1/2025	5/2/2025	5/7/2025
9 (May)	6/2/2025	6/3/2025	6/6/2025
10 (June)	7/1/2025	7/2/2025	7/8/2025
11 (July**)	8/5/2025	8/6/2025	8/11/2025
12 (August)	TBD	TBD	TBD

\* Scheduled Closing Start Dates are determined by the final delivery date of HR journals and the subsequent posting of all HR journals for the month.

\*\* The Scheduled Closing Start Dates and Scheduled Closing End Dates are later than normal due to the last on-cycle for the month being processed later.

The payroll calendars for FY25 are found at the Payroll Services website:  
<http://www.uh.edu/human-resources/payroll/>