



ACCOUNTING SERVICES SCHEDULE

December 2024



Monday	Tuesday	Wednesday	Thursday	Friday
2 GLS c/o 10 am	3 Wage time for period ending 11/29/24 locked @ 11:59 am Access Online Ledgers	4	5	6 Wage Payday period ending 11/29/24
9	10 Student time for period ending 12/6/24 locked @ 11:59 am	11	12	13 Student Payday period ending 12/6/24
16 Wage time for period ending 12/13/24 locked @ 11:59 pm*	17	18 Student time for period ending 12/20/24 locked @ 3:00 pm* (only estimate if student is working)	19	20 Wage Payday period ending 12/13/24 Academic Payday period ending 12/14/24 Wage time for period ending 12/27/24 locked Sunday, 12/22/24 @ 11:59 pm* (2nd week estimated)
23 Student Payday period ending 12/20/24** Professional Payday period ending 12/31/24	 <h1 style="color: red; font-family: cursive;">University Holidays</h1> <h2 style="color: red;">December 24 - January 1</h2> 			

* Different from Normal Lock Time/Date

** Different from Regular Payment Day

TRAINING OPPORTUNITIES

Description	Division	Date	Time	Location
Travel	AP & Travel	Wed, 12/4	9:00 am -10:30 am	Online via Zoom
LaCarte Card	AP & Travel	Thurs, 12/5	1:00 pm - 2:30 pm	Online via Zoom
Business Managers' Meeting	--	Tues, 12/10	9:30 am - 11:00 am	Online via Zoom
Professional, Specialty & Consulting Services	Procurement	Tues, 12/10	2:00 pm - 3:00 pm	Online via Zoom
Budget Instructor Led	Budget & Planning	Wed, 12/11	10:00 am - 11:30 am	Online via Zoom
Invoice Processing & Special Meals	AP & Travel	Mon, 12/16	1:30 pm - 3:00 pm	Online via Zoom
Workday Reporting & Financial Data Model (FDM)	FAR	Wed, 12/18	10:00 am - 11:00 am	Online via Zoom

To register, go to Training & Events