# FYE 2022 BANNER – SABHRS

**\*\*\*FOR INTERNAL ACCOUNTANTS ONLY\*\*\***

**ACCOUNTING TIMELINES**

Last day to respond to **IU Journals (Traci only)** from other agencies using the IU Pool Accounts.

Last day to enter **GL Adjusting (WAW) and Correcting Entries IN SABHRS**

Last day for FY22  **AP (IUJ initiations-last day everyone)** transactions and suggested last day to initiate **IU Journals.**

**7/18**

**7/11**

Last day for FY22

**AR (Wires-last day for everyone)** transactions

Last day for FY22 **IU** transactions with DPHHS**.**

Last day for FY22 Warrant Cancella-tions

**3PM**

**Deadline**

Banner and SABHRS reconciled. Accrual Period Closes. **FY22 is officially closed**.

Enter final **Backdoor SABHRS** activity in Banner. (Dependent upon completion of SABHRS final close.)

**7/28**

**Systems - run Trial Balance Report** for BANNER-SABHRS reconciliation.

**Recon Period: 7/27-8/5**

**8/5**

**7/27**

**7/21**

**7/22**

**S**

**A**

**B**

**H**

**R**

**S**

FY22 closing processes begin in SABHRS.

**7/26**

## B

**A**

**N**

**N**

**ER**

**NOON deadline** to enter FY22 **Banner JVs** that will interface to SABHRS.

Deadline for accountants to clear **IU Pool** **Accounts in Banner.**

**7/25**

Banner FP12 closes.

(FP12 June 1 - July 8)

General Ledger and Encumbrance Roll completed and **FP14** (accrual period) **opens.**

**7/7**

Last day to correct **Cash Receipt Deposits** using FGADSCR

7/1 – 7/8

**7/9**

**7/9**

**7/11**

**NO Banner initiated journals entered for FY22– all entries must be SABHRS first.** (If special circumstances require Banner first entries, contact Systems prior to 10:00 a.m. - a **special FNASTATE interface** would need to be run.)

Last day to submit Warrant Cancella-tions to UM Bus Services Accounts Payable**.**

**12:00 Noon**

Target last day for BusSrvcs (Internal) & Affiliated

Campuses to enter FY22

**Invoices.**

**6/25**

**11**

**7/6**

After roll, FY23 officially open for transactions. All AP and AR transactions must be recorded as FY23 activity.

**6/28**

Only Banner FP14 open as of 7/11.

**7/19**

**Banner FY23 opens to campuses on July 11**

Banner FP14 July 11 – August 5 (Authorized Users Only.)

**7/25**

**12:00 Noon Deadline**

Last of **IU** Journalshitting Pool Accounts to be keyed into Banner by Systems.