

Accounts Payable Calendar

Purchase Orders/Travel Checks/Campus Activity

Month	Paying Invoices/Travel Received	Date Due To Accounts Payable by 10AM	Check Run Date
SEPTEMBER	August 31, 2023 - September 4, 2023	Tuesday, September 5, 2023	Thursday, September 7, 2023
	September 5, 2023 - September 11, 2023	Tuesday, September 12, 2023	Thursday, September 14, 2023
	September 12, 2023 - September 18, 2023	Tuesday, September 19, 2023	Thursday, September 21, 2023
	September 19, 2023 - September 25, 2023	Tuesday, September 26, 2023	Thursday, September 28, 2023
OCTOBER	September 26, 2023 - October 2, 2023	Tuesday, October 3, 2023	Thursday, October 5, 2023
	October 3, 2023 - October 9, 2023	Tuesday, October 10, 2023	Thursday, October 12, 2023
	October 10, 2023 - October 16, 2023	Tuesday, October 17, 2023	Thursday, October 19, 2023
	October 17, 2023 - October 23, 2023	Tuesday, October 24, 2023	Thursday, October 26, 2023
NOVEMBER	October 24, 2023 - October 30, 2023	Tuesday, October 31, 2023	Thursday, November 2, 2023
	October 31, 2023 - November 6, 2023	Tuesday, November 7, 2023	Thursday, November 9, 2023
	November 7, 2023 - November 13, 2023	Tuesday, November 14, 2023	Thursday, November 16, 2023
	=====THANKSGIVING=====		Thursday, November 23, 2023
DECEMBER	November 14, 2023 - November 27, 2023	Tuesday, November 28, 2023	Thursday, November 30, 2023
	November 28, 2023 - December 4, 2023	Tuesday, December 5, 2023	Thursday, December 7, 2023
	December 5, 2023 - December 11, 2023	Tuesday, December 12, 2023	Thursday, December 14, 2023
	December 12, 2023 - December 18, 2023	Tuesday, December 19, 2023	Wednesday, December 20, 2023
JANUARY	=====CHRISTMAS=====		Thursday, December 28, 2023
	December 12, 2023 - January 2, 2024	Wednesday, January 3, 2024	Thursday, January 4, 2024
	January 3, 2024 - January 8, 2024	Tuesday, January 9, 2024	Thursday, January 11, 2024
	January 9, 2024 - January 15, 2024	Tuesday, January 16, 2024	Thursday, January 18, 2024
FEBRUARY	January 16, 2024 - January 22, 2024	Tuesday, January 23, 2024	Thursday, January 25, 2024
	January 23, 2024 - January 29, 2024	Tuesday, January 30, 2024	Thursday, February 1, 2024
	January 30, 2024 - February 5, 2024	Tuesday, February 6, 2024	Thursday, February 8, 2024
	February 6, 2024 - February 12, 2024	Tuesday, February 13, 2024	Thursday, February 15, 2024
MARCH	February 13, 2024 - February 19, 2024	Tuesday, February 20, 2024	Thursday, February 22, 2024
	February 20, 2024 - February 26, 2024	Tuesday, February 27, 2024	Thursday, February 29, 2024
	February 27, 2024 - March 4, 2024	Tuesday, March 5, 2024	Thursday, March 7, 2024
	=====SPRING BREAK=====		Thursday, March 14, 2024
APRIL	March 5, 2024 - March 18, 2024	Tuesday, March 19, 2024	Thursday, March 21, 2024
	March 19, 2024 - March 25, 2024	Tuesday, March 26, 2024	Thursday, March 28, 2024
	March 26, 2024 - April 1, 2024	Tuesday, April 2, 2024	Thursday, April 4, 2024
	April 2, 2024 - April 8, 2024	Tuesday, April 9, 2024	Thursday, April 11, 2024
MAY	April 9, 2024 - April 15, 2024	Tuesday, April 16, 2024	Thursday, April 18, 2024
	April 16, 2024 - April 22, 2024	Tuesday, April 23, 2024	Thursday, April 25, 2024
	April 23, 2024 - April 29, 2024	Tuesday, April 30, 2024	Thursday, May 2, 2024
	April 30, 2024 - May 6, 2024	Tuesday, May 7, 2024	Thursday, May 9, 2024
JUNE	May 7, 2024 - May 13, 2024	Tuesday, May 14, 2024	Thursday, May 16, 2024
	May 14, 2024 - May 20, 2024	Tuesday, May 21, 2024	Thursday, May 23, 2024
	May 21, 2024 - May 27, 2024	Tuesday, May 28, 2024	Thursday, May 30, 2024
	May 28, 2024 - June 3, 2024	Tuesday, June 4, 2024	Thursday, June 6, 2024
JULY	June 4, 2024 - June 10, 2024	Tuesday, June 11, 2024	Thursday, June 13, 2024
	June 11, 2024 - June 17, 2024	Tuesday, June 18, 2024	Thursday, June 20, 2024
	June 18, 2024 - June 24, 2024	Tuesday, June 25, 2024	Thursday, June 27, 2024
	June 25, 2024 - July 1, 2024	Tuesday, July 2, 2024	Thursday, July 4, 2024
AUGUST	July 2, 2024 - July 8, 2024	Tuesday, July 9, 2024	Thursday, July 11, 2024
	July 9, 2024 - July 15, 2024	Tuesday, July 16, 2024	Thursday, July 18, 2024
	July 16, 2024 - July 22, 2024	Tuesday, July 23, 2024	Thursday, July 25, 2024
	July 23, 2024 - July 29, 2024	Tuesday, July 30, 2024	Thursday, August 1, 2024
AUGUST	July 30, 2024 - August 5, 2024	Tuesday, August 6, 2024	Thursday, August 8, 2024
	August 6, 2024 - August 12, 2024	Tuesday, August 13, 2024	Thursday, August 15, 2024
	August 13, 2024 - August 19, 2024	Tuesday, August 20, 2024	Thursday, August 22, 2024
	August 20, 2024 - August 26, 2024	Tuesday, August 27, 2024	Thursday, August 29, 2024

****ANYTHING RECEIVED AFTER 10 AM WILL BE PROCESSED THE FOLLOWING CHECK RUN**
****CHECKS WILL BE READY FOR PICKUP ON FRIDAY MORNINGS**