

**The Ohio State University  
Summary Yearend Accounting/Reporting Schedule  
For the Year Ended June 30, 2013**

<b>Thursday, June 20</b>	Accounts Payable cutoff – paperwork (invoices, etc.) must be received in Accounts Payable by the close of business on this date to be entered in GL for June 2013.
<b>Monday, July 1</b>	Starting today, departments must override the Journal Date in on-line general ledger panels with a June 2013 date for entries to be included in FY2013.
<b>Tuesday, July 2</b>	Deadline for June 2013 interfaces and interdepartmental billing entries. June IDBs must be posted by close of business for inclusion in FY2013.
<b>Monday, July 8</b>	Initial June close deadline for departmental accrual and correction entries. Initial June closing, starting with Allocations, will run the evening of July 8.
<b>Weds., July 10</b>	Target date for publication of general ledger reports on eReports portal.
<b>Friday, July 19</b>	Central Accounting to “unpost” Allocation entries from initial June closing.
<b>Friday, July 19</b>	Final (rollover) June close deadline for departmental accrual and correction entries. Final balance sheet balances, GFSA budget balances and outstanding encumbrances as of this closing will be carried forward into FY2014. No further entries will be posted to June 2013 after the close of business on this date.
<b>Sunday, July 21</b>	Target date for publication of general ledger reports on eReports portal. Second (rollover) close reports for June will be distinguished from first close reports via the report run dates.
<b>Tuesday, July 30</b>	Deadline for submission of 6/30/13 S.B. 6 Report (unaudited Exhibit C) to Board of Regents.
<b>Friday, August 16</b>	Deadline for submission of <b>unaudited</b> balance sheets and income statements from affiliates.
<b>Weds., August 21</b>	Cut-off for posting of adjustments 8/23 version of financials.
<b>Friday, August 23</b>	Submit unaudited balance sheet and income statement to PwC.
<b>Weds., September 4</b>	Submit unaudited statement of cash flows and footnotes to PwC.
<b>Friday, September 13</b>	Submit draft Management Discussion & Analysis to PwC.
<b>Friday, September 27</b>	Target date for posting of final audit adjustments to university financials.
<b>Monday, September 30</b>	Submit audited financial statements, footnotes and MD&A for final partner review. Target sign-off date is <b>October 7</b> .
<b>Friday, October 4</b>	Submit state consolidation package for auditor review (PwC to forward to OBM by 10/15).
<b>Tuesday, October 15</b>	Auditor of State deadline for completion of consolidated University audit
<b>Friday, November 1</b>	Target date for posting FY2013 audit adjustments and re-closing FY2013 in GL.
<b>Friday, November 15</b>	Target completion date for all University, affiliate and stand-alone audits
<b>Friday, December 13</b>	Auditor of State deadline for completion of all other audits
<b>February 1, 2014</b>	Deadline for submission of FY2013 HEI files to Board of Regents.
<b>March 31, 2014</b>	Deadline for U.S. Dept of Education filings (IPEDS and eZ-Audit Submission).

**Questions? Please contact Tom Ewing at 688-3113 or [ewing.6@osu.edu](mailto:ewing.6@osu.edu).**