

December 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Direct Debit	2 AP Checks Student Checks Depreciation	3 UMDAILY @ noon Allocation #1	4 Allocations 2,3,4 & Due To UMDAILY's MOD – JE & Fin'l Rpt Prelim Reports (sub-module periods close, GL stays open) (Web JE unavailable during processing)	5 FIN GL Letters Net Book Value Dunning Letters	6
7	8	9 AP Checks Student Checks	10	11 *Month End Close for GL Finish November Reports	12 BW Payroll Investment Income Tree Maintenance (CC_DEPT_ROLLUP)	13
14	15	16 AP Checks Student Checks	17	18	19 Retiree Payroll Monthly Payroll YE Payrolls (TBD)	20
21	22 Encumbrance Vacation Accrual	23 AP Checks Student Checks	24	25 CHRISTMAS HOLIDAY 	26 BW Payroll BW Salary Accrual- HOSPT WINTER BREAK	27
28	29 WINTER BREAK	30 AP Checks Student Checks WINTER BREAK	31 Last day for feeders to load December data WINTER BREAK			