

Harvard University
FY2021 Month End Closing Schedule
July 1, 2020 - June 30, 2021

FISCAL MONTH	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE	DAY	DATE	Date Month End Data Available in HART	Date Month End Data Available in Harvard University Budget Reporting System (HUBS)
JUL 2020	Fri	07/31	Thurs	08/06	Fri	08/07(a)	Sat	08/08(a)	Thurs	08/27		
AUG 2020	Mon	08/31	Fri	09/04	Tues	09/08	Wed	09/09	Wed	09/09		
SEPT 2020	Wed	09/30	Tues	10/06	Wed	10/07	Thurs	10/08	Thurs	10/08		
2nd SEPT 2020	Wed	09/30	N/A	N/A	Fri	10/16	Fri	10/16			See Note below	
OCT 2020	Sat	10/31	Thurs	11/05	Fri	11/06	Sat	11/07	Sat	11/07		
NOV 2020	Mon	11/30	Fri	12/04	Mon	12/07	Tues	12/08	Tues	12/08		
DEC 2020	Thurs	12/31	Thurs	01/07	Fri	01/08	Sat	01/09	Sat	01/09		
2nd DEC 2020	Thurs	12/31	N/A	N/A	Sat	01/16	Sat	01/16			See Note below	
JAN 2021	Sun	01/31	Thurs	02/04	Fri	02/05	Sat	02/06	Sat	02/06		
FEB 2021	Sun	02/28	Thurs	03/04	Fri	03/05	Sat	03/06	Sat	03/06		
MAR 2021	Wed	03/31	Tues	04/06	Wed	04/07	Thurs	04/08	Thurs	04/08		
2nd MAR 2021	Wed	03/31	N/A	N/A	Thurs	04/15	Thurs	04/15			See Note below	
APR 2021	Fri	04/30	Thurs	05/06	Fri	05/07	Sat	05/08	Sat	05/08		
MAY 2021	Mon	05/31	Fri	06/04	Mon	06/07	Tues	06/08	Tues	06/08		
JUNE:												
1st Close 2021	Tues	06/30	Thurs	07/01	Fri	07/02	Sat	07/03	Sat	07/03		
2nd Close 2021	Tues	06/30	Thurs	07/08	Fri	07/09	Sat	07/10	Sat	07/10		
3rd Close 2021	Tues	06/30	Thurs	07/15	Fri	07/16	Sat	07/17	Sat	07/17		
4th Close 2021	Tues	06/30	N/A	N/A	Sat	07/24	Sat	07/24				
5th Close 2021	Tues	06/30	N/A	N/A	Thurs	07/29	Thurs	07/29				

(a) For the month of July journal vouchers can only be entered up until 6:30 p.m. on Friday, August 7. July will not officially be closed until Wednesday, August 26 in order to post the July endowment related activity. All July entries will be in HART and HUBS on Thursday, August 27

* Interface feed files are due by 4 p.m. on the fourth working day after the last day of the month being closed.

** Journal vouchers must be entered by 9 a.m. on the fifth working day after the last day of the month being closed, except Year-End which must be entered by

NOTE: The quarterly second closes are open for interim reporting purposes only and are to be used solely by tub and Central finance offices.