

Northwestern University
NUFinancials General Ledger Closing Schedule
Fiscal Year 2027

			Deadline for Portal Journals: NUPortal locked at 5 p.m. ^{2, 3, 4}		Reporting Available ⁵	
Fiscal Year	Accounting Period ¹	Month	Date	Weekday	Date	Weekday
2027	1	September	October 5	Monday	October 8	Thursday
2027	2	October	November 4	Wednesday	November 6	Friday
2027	3	November	December 3	Thursday	December 7	Monday
2027	4	December	January 6	Wednesday	January 8	Friday
2027	5	January	February 3	Wednesday	February 5	Friday
2027	6	February	March 3	Wednesday	March 5	Friday
2027	7	March	April 5	Monday	April 7	Wednesday
2027	8	April	May 5	Wednesday	May 7	Friday
2027	9	May	June 3	Thursday	June 7	Monday
2027	10	June	July 6	Tuesday	July 9	Friday
2027	11	July	August 4	Wednesday	August 6	Friday
2027	12	August	TBD	TBD	TBD	TBD
2028	1	September	TBD	TBD	TBD	TBD

Notes on Closing:

1. The accounting period begins on the first of each month; processing transactions for that month may occur up to 10 business days prior to the first of the month. However, the appropriate accounting period to match the month of activity should be used in journal and transaction processing.
2. Includes Recharge/Interface journal deadline (previously noted separately.) These journals must be processed and approved by 5 p.m.
3. After 5 p.m., portal users will be unable to create or modify journals for the accounting period to be closed. Accounting Services will delete all "actuals" journal entries for the accounting period to be closed that have not been approved through workflow & posted prior to 5 p.m.
4. The accounting period closing process for NUFinancials is a progressive series of cutoffs due to system requirements.
A series of specialized programs are run to consolidate data from subsystems into the ledger; no new data can be introduced into the subsystems and ledger during this period and all data must be valid (journal status), valid (budget status) or deleted.
5. Final COGNOS reporting of the closed period data is available after the successful closing of all subsystems and overnight interface to COGNOS.

Effective 09/01/2026