THE GEORGE WASHINGTON UNIVERSITY
WASHINGTON, DC

To: Managers and Oracle G/L Users

From: Chris Gravis, Senior Business Systems Analyst, Financial Systems & Solutions
Office of the University Controller

Date: Aug 10, 2026

Subject: Monthly Closing Schedule (August 2026)

Attached you will find a schedule for the month of August 2026 that outlines key dates for closing the Oracle Financial System.

Because Oracle is such a powerful and flexible system, it is important that the monthly closing process be completed in a controlled and orderly manner. For this reason, we are providing you with a calendar that summarizes some of the key events and the order in which they must be completed.

Those persons who have ownership of Non-Oracle Subsystems (ex. Postage, and Facilities) are required to submit their data file to the Comptroller's Office/Oracle by close of business on the due date per the attached schedule. Your cut-off date is the last date to process transactions in your system.

If you have any questions, you may e-mail me at chrisgravis@gwu.edu or contact me at 202-215-8144

The George Washington University Monthly Closing Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 Facilities 1st Half Cut-off	18 Facilities 1st Half Posting	19	20	21	22
23	24	25	26 Postage Cut-off Facilities 2nd Half Cut-off	27 Postage Posting Facilities 2nd Half Posting	28	29
30	31 **J/E Cut-off**					

Aug 2026

The George Washington University
Comptroller's Office
August 2026 Monthly Closing Schedule

General Ledger	**Time**	**Closing Dates**
Departmental Journal Entry and Approval Cut-off	-	08-31-26
Apr Unprocessed Manual Departmental J/E's will be rejected Please delete journals and re-key into new period.		**09-01-26**

Accounts Payable

Stipend authorization form due **(See calendar on A/P website)**

Payroll

(See calendar on Payroll website)

Cash Receipts/Credit Cards

Cash Deposit Daily	4:30pm	08-31-26
Credit Card Receipt Daily	4:30pm	08-31-26
Student Account Cash Receipt Daily	4:30pm	08-31-26

Oracle Systems Closings

Accounts Payable	-	09-01-26
Open Period (A/P Sep)	5:00pm	08-31-26
Purchasing	-	09-01-26
Open Period (Purchasing Sep)	5:00pm	08-31-26
Grants		09-01-26
Accounts Receivable		09-01-26
General Ledger	-	09-04-26
Open Period (G/L Sep)	5:00pm	08-31-26

Non-Oracle Subsystems data files due to Comptroller's Office/Oracle

GW Student Banner – Aug 31st		09-01-26
Postage Posting	5:00pm	08-27-26
Facilities 1st Half Posting	5:00pm	08-18-26
Facilities 2nd Half Posting	5:00pm	08-27-26

Non-Oracle Subsystem Cut-off dates for processing transactions for the month

Postage	5:00pm	08-26-26
Facilities 1st Half	5:00pm	08-17-26
Facilities 2nd Half	5:00pm	08-26-26

There is a one-day lag time for posting GW Student. The last day of the month posting will be done manually, which will occur on the 1st business day of the following month.

PLEASE NOTE THAT AP/NBPRCSS DATE PARAMETER MUST BE CHANGED AFTER THE CLOSING OF THE GRANTS AND A/R MODULES.