

# November 2022

		1	2	3	4	5
			SPAR in query-only mode from 5:00pm 11/2 until 11:00am 11/8 for month-end closing***			
6	7	8	9	10	11	12
SPAR in query-only mode from 5:00pm 11/2 until 11:00am 11/8 for month-end closing***						
13	14	15	16	17	18	19
				PI Certification Deadline		
				SPAR in query-only mode from 5:00pm 11/17 through 11:00am 11/18 for payroll processing		
20	21	22	23	24	25	26
	Deans/Chairs notified of uncertified effort Deadline to submit SWCT for Hourly Employees at 5pm			THANKSGIVING BREAK		
27	28	29	30	Dec 1	2	3
		Last date to modify May-Aug SPARs and allow one business day for certification before Write-Off Date**	Last Date to modify May-Aug SPAR without 90-Day exception approval, but <b>CAUTION</b> – will not allow time for certification of federal effort*, **	Write-off of Uncertified Effort is 7:00 am		

\*Be certain no federal effort is involved in the modification

\*\*SPAR modifications to May-June time periods will be subject to Fiscal-Year End Cut-Off rules

\*\*\*Note: SPAR will be open from 6:00am 11/7 through 5:00pm 11/7 for modifications.