November 2024

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

***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**