



ACCOUNTING SERVICES SCHEDULE

April 2026



Monday	Tuesday	Wednesday	Thursday	Friday
		1 GLS c/o 10 am	2 Student Payday period ending 3/27/26** Access Online Ledgers	3 Good Friday  University Holiday
6 Wage time for period ending 4/3/26 locked @ 11:59 am	7	8	9	10 Wage Payday period ending 4/3/26
13 Student time for period ending 4/10/26 locked @ 11:59 am	14	15	16	17 Student Payday period ending 4/10/26
20 Wage time for period ending 4/17/26 locked @ 11:59 am Academic Payday period ending 4/14/26	21	22 	23	24 Wage Payday period ending 4/17/26
27 Student time for period ending 4/24/26 locked @ 11:59 am	28	29	30 Professional Payday period endng 4/30/26	

TRAINING OPPORTUNITIES

Description	Division	Date	Time	Location
Procurement Institute	Procurement	Wed, 4/1	1:30 pm - 3:00 pm	Online via Zoom
Intro to Post Awards	SPA	Wed, 4/8	9:00 am - 11:00 am	Online via Zoom
LaCarte Card	AP & Travel	Thurs, 4/9	1:00 pm - 2:30 pm	Online via Zoom
Business Managers' Meeting	---	Tues, 4/14	9:30 am - 11:00 am	Online via Zoom
Professional, Specialty & Consulting Services	Procurement	Tues, 4/14	2:00 pm - 3:00 pm	Online via Zoom
Effort and Key Personnel	SPA	Wed, 4/15	9:00 am - 11:00 am	Online via Zoom
Specs and More Specs	Procurement	Wed, 4/15	10:00 am - 11:30 am	Online via Zoom
Budget Instructor Led	Budget & Planning	Wed, 4/15	10:00 am - 11:30 am	Online via Zoom
Payroll 101	Payroll	Tues, 4/21	9:00 am - 11:00 am	Online via Zoom
Invoice Processing and Special Meals	AP & Travel	Tues, 4/21	9:30 am - 11:00 am	Online via Zoom
Strategic Sourcing 101	Procurement	Tues, 4/21	2:00 pm - 3:00 pm	Online via Zoom
Workday Reporting & Financial Data Model (FDM)	FAR	Wed, 4/22	10:00 am - 11:00 am	Online via Zoom
Supplier Relationship Management	Procurement	Wed, 4/22	2:00 pm - 3:00 pm	Online via Zoom
Travel	AP & Travel	Thurs, 4/23	1:00 pm - 2:30 pm	Online via Zoom
Sole Source Procurements	Procurement	Fri, 4/24	10:00 am - 11:00 am	Online via Zoom
Post Award Management Reports	SPA	Wed, 4/29	9:00 am - 11:00 am	Online via Zoom
Department Solicitations	Procurement	Wed, 4/29	10:00 am - 11:00 am	Online via Zoom
Customer Accounts Receivable and Deposit (CARD 2.0)	Bursar Operations	Wed, 4/29	10:00 am - 11:00 am	Online via Zoom

To register, go to Training & Events