



November 30, 2023

TO: Finance Staff

FROM: Sue Willis, System ctcLink Accounting Manager

SUBJECT: 2024 Calendar Year Closing Dates

The calendar dates to close ctcLink Colleges sub-systems and general ledger are listed below and have been added to the [College System & SBCTC Calendar](#). If you would like to add the dates to your calendar through a subscription, please use the above hyperlink. A separate calendar will be added to Outlook and depending on the view selection it will remain separate or can be overlaid on an existing calendar.

ctc-Link Month End/Year End for FY 2024 for Finance				
Month End Close	Period	Year	Sub-Systems @ 5 pm	GL @ 1 pm
January	Prd 07	2024	2/8/2024	2/12/2024
February	Prd 08	2024	3/8/2024	3/12/2024
March	Prd 09	2024	4/8/2024	4/10/2024
April	Prd 10	2024	5/8/2024	5/10/2024
May	Prd 11	2024	6/7/2024	6/11/2024
June	Prd 12	2024	7/10/2024	7/11/2024
Period 13	Prd 13	2024		TBD
Period 131	Prd 131	2024		TBD
Period 132	Prd 132	2024		TBD
Period 133	Prd 133	2024		TBD
July	Prd 01	2025	8/8/2024	8/12/2024
August	Prd 02	2025	9/9/2024	9/11/2024
September	Prd 03	2025	10/8/2024	10/10/2024
October	Prd 04	2025	11/7/2024	11/12/2024
November	Prd 05	2025	12/6/2024	12/10/2024
December	Prd 06	2025	1/8/2025	1/10/2025