<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Accts Pay check run</td>
</tr>
<tr>
<td>3</td>
<td></td>
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<tr>
<td>4</td>
<td>Accts Pay check run</td>
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<tr>
<td>5</td>
<td>Accts Pay check run</td>
</tr>
<tr>
<td>6</td>
<td>Accts Pay check run</td>
</tr>
</tbody>
</table>
| 7    | Vista Plus reports for campus  
New accts, acct changes due from campus |
| 8    |  |
| 9    | Accts Rec statement due date  
Hourly Payroll processed to KFS  
8 week summer session begins |
| 10   | Accts Pay check run |
| 11   | Accts Pay check run |
| 12   | Accts Pay check run |
| 13   | Accts Pay check run |
| 14   | PPE  
COFRS – May close period 11  
Vista Plus reports for campus  
Flag Day |
| 15   |  |
| 16   | Father’s Day  
Hourly Payroll processed to KFS  
8 week summer session begins |
| 17   | Accts Pay check run |
| 18   | Accts Pay check run  
Budget Construction input begins |
| 19   | Accts Pay check run  
Summer begins  
11:04pm |
| 20   | Accts Pay check run  
June-period 12 month end close 7pm  
AJV’s run period 12  
New accts/changes due FY2013  
Vista Plus reports for campus  
CR docs due  
IO’s filled  
WOA submitted  
Updates to ARIES billing system due |
| 21   | Vista Plus reports for campus  
DPSA’s to Accts Rec  
Hourly Payroll processed to KFS |
| 22   |  |
| 23   | Accts Pay check run  
Monthly Payroll processed to KFS |
| 24   |  |
| 25   | Accts Pay check run  
Monthly Payroll processed to KFS |
| 26   | Accts Pay check run  
final FY2013 |
| 27   |  |
| 28   | PPE  
June-period 12 month end close 7pm  
AJV’s run period 12  
New accts/changes due FY2013  
Vista Plus reports for campus  
CR docs due  
IO’s filled  
WOA submitted  
Updates to ARIES billing system due |
| 29   |  |
| 30   |  |

Issued: 5/1/13