Purchasing Card Program

FY23			
Billing Period	Approximate Billing Period End Date*	Transaction Posted from PCMS to KFS**	Deadline for Electronic Sign Off by Reviewer
July	7/25/2022	8/17/2022	8/26/2022
August	8/25/2022	9/21/2022	9/30/2022
September	9/26/2022	10/19/2022	10/28/2022
October	10/25/2022	11/16/2022	12/2/2022***
November	11/25/2022	12/21/2022	1/6/2023***
December	12/26/2022	1/18/2023	1/27/2023
January	1/25/2023	2/15/2023	2/24/2023
February	2/27/2023	3/15/2023	3/24/2023
March	3/27/2023	4/19/2023	4/28/2023
April	4/25/2023	5/17/2023	5/26/2023
May	5/25/2023	6/21/2023	6/30/2023
June	6/26/2023	TBA	7/28/2023
*These are approximate billing period end dates. All billing period end dates fall on the 25th, 26th or 27th of the month.			
**Transactions will not be available to reallocate or add descriptions after this date; however, transaction logs will still be available to print.			
*** Postponed due to University observed holiday.			