

Refer to Section {C}
{Business Affairs}Unit
Procedure for {C 2– Audit}



1. Any transaction that occurs prior to July 1, X2 and after June 30, X1 must be included in fiscal year ending June 30, X2.
2. Documentation for transactions that should be included in a fiscal year must be submitted to the accounting department by July 10 subsequent to the fiscal year end.
3. Questions regarding year end fiscal closing transactions should be directed to the Vice-President for Business and Financial Affairs.