Journal Entry Resources

- Journal Entries Website  https://financialservices.ecu.edu/journal-entries/
- Team Dynamix Ticket Queue for journal entry approvals updates  
- ecuBIC queries  https://ecubic.ecu.edu/Reports/browse/ecuBIC/Finance/General%20Ledger/Journal%20Entry%20Approvals

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December 2021 Important Dates

**Tuesday, December 21, 2021**
Journal Entries and FUPLOAD cut-off at 5pm
Last AP Check Write

**Wednesday, December 22, 2021**
University Accounting Deposit cut-off at 5 p.m.

**Thursday, December 23, 2021**
University Cashier’s Office
First Deposit cut-off by 11 a.m.
Second Deposit cut-off by 2 p.m.

**ECU Pay Dates**
Wednesday, December 15, 2021 (PP23)
Wednesday, December 22, 2021 (PP24)

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January 2022 Important Dates

**Thursday, January 6, 2022**
Close December
First AP Check Write for January

**Friday, January 7, 2022**
Month End Reports Available

**NOTE:**
Employees should complete and approve time-sheets in Kronos prior to leaving.