The current schedule for **January** data is as follows:

* Monthly Reoccurring Entries (ROE Levels D & E) will be processed after Endowment Earnings from Investment Accounting are posted.

* Monthly Employee Benefit entries (ROE Level H) and FRRGRNT will post Wednesday, 01/31/2024.

* All batch posting/processing for January should be completed by 5:00 PM on Wednesday, 01/31/2024.

- * Monthly Reoccurring Entries (ROE Levels P, A, B, F, G, T, X) will be processed on Thursday, 02/01/2024 & Friday, 02/02/2024.
- * Desktop Finance/Argos Reports for January will be available on 02/03/2024.
- * January report distribution emailed on 02/07/2024.

Please contact me if you have any questions or problems concerning the information above.

Thank you, Cindy Hickman Phone : 8-3204 E-mail : **cmh3@lehigh.edu**