The current schedule for **November** 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 Thursday, 11/30/2023.

* All batch posting/processing for November should be completed by 5:00 PM on Thursday, 11/30/2023.

- * Monthly Reoccurring Entries (ROE Levels P, A, B, F, G, T, X) will be processed on Friday, 12/01/2023 & Monday, 12/04/2023.
- * Desktop Finance/Argos Reports for November will be available on 12/05/2023.
- * November report distribution emailed on 12/07/2023.

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**