



INTERDEPARTMENTAL CORRESPONDENCE

TO: All Departments  
FROM: Betsy Tierney, Manager, Bursar's Office  
DATE: April 28 2021  
SUBJECT: 2021 Fiscal Year-End Deposits

In order to secure your deposits for year-end closing, please refer to the following schedule.

For funds that must be reported to FY 2021, your deposits must be entered and complete in CASHNet by 10:00pm on **Wednesday, June 30, 2021**. If you miss the June 30 processing deadline, please contact our office by 4:00 pm, July 1 so that the activity is recorded to the proper fiscal year.

Deposits entered by departments on July 1, 2021 will be recorded as FY2022.

If you have any questions beforehand, please contact us at 330-672-2757 or [cashier@kent.edu](mailto:cashier@kent.edu).

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**Bursar's Office**

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