

FISCAL YEAR END 2024 Fact Sheet

Accounts Receivable

Department Use: For use by departments in the timely processing of transactions. Accounts Receivable transactions cannot be backdated. Situations may occur that require processing outside of the dates listed below. Please consult your division's Chief Business Officer or the Office of Student Finance at melissa.dietrich@UND.edu for additional guidance.

The deadline to request an Emplid# and/or an External Org ID for Accounts Receivable transactions is June 26.

The deadline to submit Accounts Receivable charges and credits is 4:30 pm on Wednesday, June 26.

Accounts Receivable transactions **cannot** be backdated. If goods or services were provided by UND on or before 6/30/24 and were not posted to the accounts receivable system, please contact jodi.morgan@und.edu.

June 26 Last day to submit a request for an Emplid# and/or External Org ID for AR transactions

June 26 Accounts Receivable charges and credits are due by 4:30 pm.