


ACCOUNTING SERVICES SCHEDULE

May 2025



Monday	Tuesday	Wednesday	Thursday	Friday
			1 GLS c/o 10 am	2 Student Payday period ending 4/25/25 Access Online Ledgers
5 Wage time for period ending 5/2/25 locked @ 11:59 am	6	7	8	9 Wage Payday period ending 5/2/25
12 Student time for period ending 5/9/25 locked @ 11:59 am	13	14	15	16 Student Payday period ending 5/9/25
19 Wage time for period ending 5/16/25 locked @ 11:59 am	20	21 Academic Payday period ending 5/14/25	22	23 Wage Payday period ending 5/16/25
26  Memorial Day Bank Holiday	27 Student time for period ending 5/23/25 locked @ 11:59 am	28	29	30 Student Payday period ending 5/23/25 Professional Payday period ending 5/31/25

TRAINING OPPORTUNITIES

Description	Division	Date	Time	Location
Travel	AP & Travel	Wed, 5/7	1:00 pm - 2:30 pm	Online via Zoom
Intro to Post Awards	SPA	Thurs, 5/8	9:00 am - 11:00 am	Online via Zoom
Sole Source Procurements	Procurement	Fri, 5/9	10:00 am - 11:00 am	Online via Zoom
Invoice Processing & Special Meals	AP & Travel	Mon, 5/12	1:30 pm - 3:00 pm	Online via Zoom
Business Managers' Meeting	--	Tues, 5/13	9:30 am - 11:00 am	Online via Zoom
Participant Support & Fellowships/Subawards	Procurement	Wed, 5/14	9:00 am - 11:00 am	Online via Zoom
Budget Instructor Led	Budget & Planning	Wed, 5/14	10:00 am - 11:30 am	Online via Zoom
Cost Transfers	SPA	Thurs, 5/15	9:00 am - 11:00 am	Online via Zoom
LaCarte Card	AP & Travel	Thurs, 5/15	1:00 pm - 2:30 pm	Online via Zoom
Cost Sharing	SPA	Wed, 5/21	9:00 am - 11:00 am	Online via Zoom
Workday Reporting & Financial Data Model (FDM)	FAR	Wed, 5/28	10:00 am - 11:00 am	Online via Zoom

To register, go to the training website training.lsu.edu