



November 25, 2025

TO: Finance Staff

FROM: Sue Willis, System ctcLink Accounting Manager

SUBJECT: Updated 2025 Calendar Year Closing Dates

The calendar dates to close ctcLink Colleges sub-systems and general ledger are listed below and have been added to the [College System & SBCTC Calendar](#). If you would like to add the dates to your calendar through a subscription, please use the above hyperlink. A separate calendar will be added to Outlook and depending on the view selection it will remain separate or can be overlaid on an existing calendar.

<b>ctc-Link Month End/Year End for FY 2025 for Finance</b>				
<b>Month End Close</b>	<b>Period</b>	<b>Year</b>	<b>Sub-Systems @ 5 pm</b>	<b>GL @ 1 pm</b>
January	Prd 07	2025	2/7/2025	2/11/2025
February	Prd 08	2025	3/7/2025	3/11/2025
March	Prd 09	2025	4/8/2025	4/10/2025
April	Prd 10	2025	5/8/2025	5/12/2025
May	Prd 11	2025	6/9/2025	6/11/2025
June	Prd 12	2025	7/10/2025	7/11/2025
Period 13	Prd 13	2025		<b>TBD</b>
Period 131	Prd 131	2025		<b>OFM Corrections TBD</b>
Period 132	Prd 132	2025		<b>TBD</b>
Period 133	Prd 133	2025		<b>TBD</b>
<b>Disclosures</b>		<b>2025</b>		<b>TBD</b>
July	Prd 01	2026	8/8/2025	8/12/2025
August	Prd 02	2026	9/8/2025	9/10/2025
September	Prd 03	2026	10/8/2025	10/10/2025
October	Prd 04	2026	11/7/2025	11/12/2025
November	Prd 05	2026	12/8/2025	12/10/2025
December	Prd 06	2026	1/8/2026	1/12/2026