



2023-2024 Fine Arts Department Check Run Schedule

Deadline to submit to Fine Arts office	Check Issuance Date
July 11, 2023	August 2, 2023
July 25, 2023	August 16, 2023
August 8, 2023	August 30, 2023
August 22, 2023	September 13, 2023
September 5, 2023	September 27, 2023
September 19, 2023	October 12, 2023
October 3, 2023	October 25, 2023
October 17, 2023	November 8, 2023
October 27, 2023	November 16, 2023
November 10, 2023	December 6, 2023
November 17, 2023 <i>(Week prior to Thanksgiving Break)</i>	December 20, 2023
December 15, 2023	January 17, 2024
January 9, 2024	January 31, 2024
January 23, 2024	February 14, 2024
February 6, 2024	February 28, 2024
February 16, 2024	March 7, 2024
February 29, 2024	March 27, 2024
March 19, 2024	April 10, 2024
April 2, 2024	April 24, 2024
April 16, 2024	May 8, 2024
April 30, 2023	May 22, 2024
May 14, 2023	June 5, 2024
May 28, 2024 <i>(Last check run for the school year)</i>	June 19, 2024

Please mark these dates on your calendar to ensure all travel expenses/advancements are submitted to the Fine Arts office by the dates listed above.

REVISED 7/19/2023