

CALENDAR



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Business Affairs

December

the NEWS FROM BUSINESS AFFAIRS

Tuesday, December 09

09

the News from Business Affairs provides updates, reminders, and new information about Business Affairs and the services provided by each department. Check out the latest newsletter today!

[the News from Business Affairs](#)

NOVEMBER 2025 MONTHLY CLOSE

Wednesday, December 10

10

The November 2025 accounting period (03 FY 26) in Banner will close at the end of the day on Wednesday, December 10th.

PRE-CERTIFICATION REVIEW PERIOD BEGINS IN ECRT

Thursday, December 11

The Pre-Certification Review Period is a three week period of time in the month following the end of the effort reporting period - Period of Performance, and before the Certification Period begins. The review period begins on the 11th day of the month after the accounting period has closed (on the 10th day).

11

The Fund Manager/Effort Coordinator and the PI can review compiled Effort Statements and enter any needed revisions in preparation for certifiers' reviews. Such review should be followed by the immediate processing of any changes, transfers, or appropriate adjustments. Please allow up to five days for a Labor Redistribution to process.

<https://ecrt.texastech.edu/ecrt>

PRE-CERTIFICATION REVIEW PERIOD ENDS IN ECRT

Wednesday, December 31

The Pre-Certification Review Period is a three week period of time in the month following the end of the effort reporting period - Period of Performance, and before the Certification Period begins. The review period begins on the 11th day of the month after the accounting period has closed (on the 10th day).

31

The Fund Manager/Effort Coordinator and the PI can review compiled Effort Statements and enter any needed revisions in preparation for certifiers' reviews. Such review should be followed by the immediate processing of any changes, transfers, or appropriate adjustments. Please allow up to five days for a Labor Redistribution to process.

<https://ecrt.texastech.edu/ecrt>

CALENDAR



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Business Affairs

January

01

CERTIFICATION PERIOD BEGINS IN ECRT

Thursday, January 01

The Certification Period opens for Effort Certification and Reporting - ecrt. You will receive an email reminder if you have an effort to certify for the September 1, 2025 to November 30, 2025, Period of Performance. The Certification Period closes on Thursday, January 22, 2026.

<https://ecrt.texastech.edu/ecrt>

10

DECEMBER 2025 MONTHLY CLOSE

Saturday, January 10

The December 2025 accounting period (04 FY 26) in Banner will close at the end of the day on Saturday, January 10th.

22

CERTIFICATION PERIOD ENDS IN ECRT

Thursday, January 22

The Certification Period ends for Effort Certification and Reporting - ecrt. Principal Investigators and Certifiers who have not certified receive a final reminder to certify. All effort statements should be certified and processed.

<https://ecrt.texastech.edu/ecrt>

CALENDAR



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Business Affairs

February

10

JANUARY 2026 MONTHLY CLOSE

Tuesday, February 10

The January 2026 accounting period (05 FY 26) in Banner will close at the end of the day on Tuesday, February 10th.

CALENDAR



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Business Affairs

March

03

the NEWS FROM BUSINESS AFFAIRS

Tuesday, March 03

the News from Business Affairs provides updates, reminders, and new information about Business Affairs and the services provided by each department. Check out the latest newsletter today!

[the News from Business Affairs](#)

10

FEBRUARY 2026 MONTHLY CLOSE

Tuesday, March 10

The February 2026 accounting period (06 FY 26) in Banner will close at the end of the day on Tuesday, March 10th.

11

PRE-CERTIFICATION REVIEW PERIOD BEGINS IN ECRT

Wednesday, March 11

The Pre-Certification Review Period is a three week period of time in the month following the end of the effort reporting period - Period of Performance, and before the Certification Period begins. The review period begins on the 11th day of the month after the accounting period has closed (on the 10th day).

The Fund Manager/Effort Coordinator and the PI can review compiled Effort Statements and enter any needed revisions in preparation for certifiers' reviews. Such review should be followed by the immediate processing of any changes, transfers, or appropriate adjustments. Please allow up to five days for a Labor Redistribution to process.

<https://ecrt.texastech.edu/ecrt>

31

PRE-CERTIFICATION REVIEW PERIOD ENDS IN ECRT

Tuesday, March 31

The Pre-Certification Review Period is a three week period of time in the month following the end of the effort reporting period - Period of Performance, and before the Certification Period begins. The review period begins on the 11th day of the month after the accounting period has closed (on the 10th day).

The Fund Manager/Effort Coordinator and the PI can review compiled Effort Statements and enter any needed revisions in preparation for certifiers' reviews. Such review should be followed by the immediate processing of any changes, transfers, or appropriate adjustments. Please allow up to five days for a Labor Redistribution to process.

<https://ecrt.texastech.edu/ecrt>

CALENDAR



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Business Affairs

April

CERTIFICATION PERIOD BEGINS IN ECRT

Wednesday, April 01

01

The Certification Period opens for Effort Certification and Reporting - ecrt. You will receive an email reminder if you have an effort to certify for the December 1, 2025 to February 28, 2026, Period of Performance. The Certification Period closes on Wednesday, April 22, 2026.

<https://ecrt.texastech.edu/ecrt>

MARCH 2026 MONTHLY CLOSE

Friday, April 10

10

The March 2026 accounting period (07 FY 26) in Banner will close at the end of the day on Friday, April 10th.

CERTIFICATION PERIOD ENDS IN ECRT

Wednesday, April 22

22

The Certification Period ends for Effort Certification and Reporting - ecrt. Principal Investigators and Certifiers who have not certified receive a final reminder to certify. All effort statements should be certified and processed.

<https://ecrt.texastech.edu/ecrt>

CALENDAR



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Business Affairs

May

10

APRIL 2026 MONTHLY CLOSE

Sunday, May 10

The April 2026 accounting period (08 FY 26) in Banner will close at the end of the day on Sunday, May 10th.

29

FY 26 FUNDED ORDERS

Friday, May 29

Orders using FY 26 funding requiring a competitive solicitation must be submitted to Purchasing to ensure completion by year's end.
