

Important Dates – Purchasing

<u>Date</u>	<u>Action</u>
5/25/12	Date to submit PO requests for current year (FY 11/12) for purchases to be paid for and completed by 6/29/12.
6/4/12	Purchase Orders for goods and services to be received in FY 12/13 will be created starting on this date in PeopleSoft, but not dispatched until 7/1/12.
6/22/12	FY 11/12 blanket PO's will be closed.
7/1/12	Go live date for PeopleSoft.
7/2/12	Purchase Orders generated by legacy system for goods and services to be received in FY 12/13 will be re-keyed into PeopleSoft using the legacy system Purchase Order number.