

Updated 11/28/17

2018 P-Card Billing Cycle

This chart provides the P-Card schedule for the last day of the P-Card Billing cycle for each month, and the deadline for Transaction Approvals.

Month	Billing Cycle Dates	Deadline for All Transaction Approvals in Workday
January	12/27/2017 – 1/25/2018	Monday, 2/5/2018
February	1/26/2018 – 2/26/2018	Wednesday, 3/7/2018
March	2/27/2018 – 3/26/2018	Wednesday, 4/4/2018
April	3/27/2018 – 4/25/2018	Friday, 5/4/2018
May	4/26/2018 – 5/25/2018	Tuesday, 6/5/2018
June	5/26/2018 – 6/25/2018	Thursday, 7/5/2018
July	6/26/2018 – 7/25/2018	Friday, 8/3/2018
August	7/26/2018 – 8/27/2018	Wednesday, 9/5/2018
September	8/28/2018 – 9/25/2018	Thursday, 10/4/2018
October	9/26/2018 – 10/25/2018	Friday, 11/2/2018
November	10/26/2018 - 11/26/2018	Wednesday, 12/5/2018
December	11/27/2018 – 12/26/2018	Thursday, 1/3/2019