<table>
<thead>
<tr>
<th>SUNDAY</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
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<td><strong>7</strong></td>
<td><strong>8</strong></td>
</tr>
</tbody>
</table>
| Feed Spring 05 FA  
*BRS 410XX  
*BRS101xxNM | FRS to roll DEC business  
*Future Effective Payments to Pay/Apply | *          | Feed FA   |          | Post CBRs to student accounts | Feed FA  
*No BRS410XX |
| **9**  | **10** | **11**  | **12**    | **13**   | **14** | **15**   |
|         | Feed FA  
*Write CBR checks  
*Dir Dep to bank accounts | Dir Dep available in bank accounts | CLASSES BEGIN  
*CASHIERS & SFA at Union 8am-4:30pm  
*Feed FA  
*Post CES Charges | CBRs not picked up  
*Post CES Charges | Payments Due  
*Ext 2 & 3 Payments Due  
*100% Refund | Feed FA  
*BRS410XX  
*Bill – Due 2/14/05 |
| **16** | **17** | **18**  | **19**    | **20**   | **21** | **22**   |
| *Bill Ext 3 – Due 2/15/05 | HOLIDAY!! | Print SOAs  
*Post CBRs to student accts  
*Send Ext 3 SOAs electronic to Salina  
*Last Day for KATS on-line enrollment for Spring 05 | Write CBR checks  
*Dir Dep to bank accounts  
*SOAs to Printing Services | Pickup CBRs in office  
*Dir Dep available in bank accounts  
*SOAs to Central Mail | CBRs not picked up  
*Bill Ext 2 – Due 2/15/05  
*100% Refund | Feed FA  
*BRS410XX |
| **23** | **24** | **25**  | **26**    | **27**   | **28** | **29**   |
|        | Send Ext 2 SOAs electronic to Salina | Post CBRs to student accounts | Write CBR checks  
*Dir Dep to bank accounts  
*Feed FA | Pickup CBRs in office  
*Dir Dep available in bank accounts | CBRs not picked up  
*100% Refund | Feed FA  
*BRS410XX |
| **30** |        |        |          |         |        |          |
|        |        |        |          |         |        |          |
| **31** |        |        |          |         |        |          |
| *FRS to generate January statements |