

To ensure timely reimbursement, claims must be submitted by the "Expense Claim Due Date" indicated in the chart below. Claims submitted after the "Due Date" will be subject to review by the Council of Governors for approval.

Month Expense Occurred	Expense Claim Due Date
July	August 15th
August	September 15th
September	October 15th
October	November 15th
November	December 15th
December	January 15th
January	February 15th
February	March 15th
March	April 15th
April	May 15th
May	June 15th
June	July 15th