SUBMISSION TITLE (FILE NAME)	SUBMISSION Time Frame	FAU Source	RESPONSIBLE OFFICE (Primary, Secondary)
ADMISSIONS (ADM) Includes College Prep Admits Technical Contact: OIT/Student	Semester Summer: 2 weeks into the Fall Term Fall, Spring: 6 weeks into following term	BANNER student	**Admissions** Jessica Lopez-Acevedo, Etna Qirjo
COLLEGE PREP COMPLETIONS (CPC) Technical Contact: OIT/Student	Semester 3-4 days after Final Student (SIF)	BANNER student	**Admissions** Jessica Lopez-Acevedo, Etna Qirjo
DEGREES AWARDED (SIFD) Technical Contact: OIT/Student	Semester 3 weeks after Final Student (SIF)	BANNER student	**Registrar** B. Hodge, Jeffrey Hendricks
EMPLOYEE/OPS FILE (EMPL) Technical Contact: OIT/HR-Bonnie Li	Semi-Annual Fall - Mid-November Spring - Mid-April	WORKDAY	**Human Resources** Dave Tomanio, Christine Smith **Budget** Stacey Semmel, Debbie, Checchio, Jie Shi
EXPENDITURE ANALYSIS (EA) Technical Contact: OIT/HR-Bonnie Li	Annual - October 2 weeks after IRD	Op.Bldg. IRD	**Budget** Stacey Semmel, Debbie, Checchio, Jie Shi
HOURS TO DEGREE (HTD)	Annual - October	BANNER student (DARS)	**Registrar** B. Hodge, Jeffrey Hendricks Dave Morgan, Carlo Masoleny
INSTRUCTION & RESEARCH (IRD)	Annual - October	F.A.I.R.	**I.E.A.** Ying Liu, Zhiyuan Ma
LIMITED ACCESS PROGRAMS (LAP) Technical Contact: OIT/Student	Annual - July	BANNER student	**Admissions** Jessica Lopez-Acevedo, Etna Qirjo
OPERATING BUDGET (OB) Technical Contact: OIT/HR-Bonnie Li	Annual - August week includeing the 15th of August	Workday Finance	**Budget** Stacey Semmel, Debbie, Checchio, Jie Shi
PHYSICAL FACILITIES (SPA) Technical Contact: OIT David Correa	Annual - July 1 week into fiscal year	FAMIS	**Facilities** Corina Mavrodin, Numa Rais
RETENTION (RET) Updates (Cohort type changes, etc.)	Annual - January	B.O.G. I.E.A.	**I.E.A.** Ying Liu, Zhiyuan Ma
SALARY CATEGORY DETAIL (SCD) EOG/LBR Mid-Year (E&G only) EOG/LBR End-of-Year (E&G only) Operating Budget	Multiple (3) January June August	WORKDAY H/R	**Budget** Stacey Semmel, Debbie, Checchio, Jie Shi **Technical Contact** OIT/HR-Bonnie Li
STUDENT DATA - Preliminary (SIFP) Technical Contact: OIT	Fall, Spring 8 weeks after beginning fo semester	BANNER student	**Registrar** B. Hodge, Jeffrey Hendricks
STUDENT DATA - Final (SIF) Technical Contact: OIT	Semester Summer: 6 weeks into fall term Fall/Spring: 7 weeks after semester	BANNER student	**Registrar** B. Hodge, Jeffrey Hendricks Dave Morgan, Carlo Masoleny
STUDENT FINANCIAL AID (SFA) Technical Contact: Mark Judd	Annual - October 7 weeks into fall term	BANNER Financial Aid	**Financial Aid** Tracy Boulukos, Mark Judd
TEACHER EDUCATION INFORMATION (TEI) Technical Contact: OIT	Annual - September	C.O.E. Database	**Education** Valerie Bristor, Deborah Shepherd