

Financial Services Manual (FIN)

FIN 112: Accounting Questions and Assistance

Effective: 6/4/1993

Revised: 7/1/2020

Purpose

To provide guidance to the university community in obtaining assistance regarding financial processing and accounting matters

Source

University policy

Background

Financial Services serves the university community by processing financial transactions and providing accounting services. When departmental personnel in the various university offices have questions regarding financial processing and accounting matters, they should first see if their questions can be answered by reviewing the topics covered in the Table of Contents or by using the “Search” feature to find key topics in the manual.

Policy

For any questions not answered by a review of FIN and/or where there are any concerns regarding a specific financial transaction, departmental personnel should contact:

1. their business manager located within their college/department
2. their provost’s or vice president’s office financial administrators

and/or

3. the Financial Services accountant assigned to their cost center hierarchy, or as appropriate, a higher level position within Financial Services.

Significant concerns may also be addressed to the executive vice president and chief finance officer.