



South Texas College
Request to Set Up a Fund Code

Fund Name: Fund Code: Effective Date:
\*Business Office Use Only

Fund Purpose:

Financial Manager: Financial Manager A#:

Financial Manager Title: Telephone #:

Division/Department: E-mail:

Vice-President:

Please check one:

- Restricted Fund: Auxiliary Fund: Loan Fund:
Agency Fund: Unexpended Fund: Renewal and
Investment in Plant Retirement of Replacement Fund
Fund: Indebtedness Fund:

Purpose:

- 1000 Instruction 7000 Operation & Maint-Plant
2000 Research 8000 Scholarships
3000 Public Service 9000 Auxiliary Enterprises
4000 Academic Support 9994 Non Mandatory Transfers
5000 Student Services 9995 Mandatory Transfers
6000 Institutional Support

Would scholarship donations be solicited through employee payroll deductions? Yes No

Comments:

Requested by: (Print Name) Date

Financial Manager (Signature) Date

Vice President / President\* (Signature) Date

\*Required if Financial Manager reports directly to the President.

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\*\*\* Business Office Use Only \*\*\*

Person Responsible:

Fund Type: Predecessor Fund: Organization Code: Program Code:

Processed by Business Office Date