



Request for Student Organization Financial Account

Available to recognized student organizations only. Once completed, print & have the advisor and director approve.

Name of Organization _____

Organization Advisor _____ Department _____

Extension _____ E-mail Address _____

Please create a financial account to be used by the above organization and assign the account sponsor responsibilities to the organization's advisor as listed above. This will be an agency type account. As such, I recognize the oversight is the responsibility of the organization advisor and myself. Any overdraft of this account will be the financial responsibility of this department.

Expected sources of income

Comments

Organization Advisor Signature

Date

Director of Student Engagement

Date

To be completed by the Office of Business Affairs

Account Name _____

Fund _____ Organization _____ Program _____

Business Affairs Representative

Date