

## **POLICY NO. 403**

**Area: Finance**

Adopted: September 18, 1998

Revisions Approved:

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**SUBJECT:           Cash Reconciliation Policy**

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This policy relates to the University's monthly reconciliation of cash, trusts, and investments and applies to all bank and trust accounts. Compliance with this policy is mandatory. Any deviations will be reported to the Vice President of Administration and Finance.

**PROCEDURES:**

Cash Reconciliation: 403.1

Revenue Posting: 403.2