
CAP-6-01 Payment requests sent directly to Accounts Payable

Introduction

The proper method of payment when possible is the University Pcard when in accordance with established University Pcard policies.

Approved items

Honorariums

2. Refunds and Stipends

3. Royalty Payments

4. H1 Visa Applications

Prepayments or reimbursements:

Legal Services

Petty cash

Reservations

Selected student activity expenditures

not

Approved items (continued)

Check requests