

**Contents of Chapter 30**

NUMBER	SECTION TITLE	ISSUE DATE
30.02	Accounting for WSU Monies	12-87
30.05	Establishing, Naming, and Terminating WSU Accounts	01-21
30.06	Tracking Departmental Expenditures	05-18
30.07	Workday Reports	01-21
30.12	Internal Audits	10-04
30.14	External Auditors	08-02
30.15	Service Centers	01-21
	Form: Service Center Application	01-21
	Form: Service Center Calculation Worksheet	1-21
30.16	Administrative Service Charge	01-21
30.21	Overdrafts	01-21
30.25	Expenditure Transfers Between Funding Sources	06-18
	Form: Expenditure Transfer Request	12-06
30.30	Nonservice Pay Authorization	01-21
	Form: Nonservice Pay Authorization	01-21
30.45	State of Washington Invoice Voucher	07-07
	Form: State of Washington Invoice Voucher	06-14
30.50	Petty Cash Funds	04-05
30.51	Till Cash Funds	04-05
30.52	WSU Receipts	01-21
	Form: WSU Receipt Authorization	05-09
	Form: WSU Receipt Request	01-21
	Form: WSU Receipt Inventory Control Sheet	01-21
30.53	Cash Handling	01-21
30.53	Appendix: Cash Overages and Shortages	05-11
30.54	Revenue Categories	01-21
30.55	Refunds	07-11
	Form: Credit Card Refund Voucher	10-99
30.56	Accounts Receivable	01-21

**Contents of Chapter 30**

NUMBER	SECTION TITLE	ISSUE DATE
30.57	Student Financial System (myWSU)	01-21
30.58	Returned Checks—Prevention and Processing	01-21
30.59	Cash Registers	01-21
	Form: Daily Reconciliation Sheet	04-16
30.60	Bankruptcy	04-11
30.61	Payment Card Data Security Compliance	02-08
30.62	Credit or Debit Card Acceptance	05-14
30.64	Identity Theft Prevention Program	12-09
	Appendix: Red Flag Indicators	12-09
30.65	Commercial Bank Accounts	06-09
	Form: Bank Account Request	06-09
30.70	Gift Transmittal	01-21
	Form: Gift Transmittal and Acknowledgment	01-21
	Form: Noncash Gift Transmittal and Acknowledgment	01-21
	Form: Golf Tournament Gift Transmittal	01-21
	Form: Auction Bid Gift Transmittal	01-21
	Form: Auction Item Gift Transmittal	01-21
	Form: Noncash Multiple Gift Transmittal	01-21
	Form: Gift Payroll Deduction	01-21
	Form: Gift Electronic Funds Transfer Authorization	01-21
	Form: Gift Records Cover Sheet	01-21
	Form: Gift Accounting Log Sheet	07-13
	Form: Drop-Off Receipts	05-10
30.72	Gifts In Place	12-13
	Form: Gift In Place Review Sheet	12-13
30.73	WSU Pullman Campus Beautification and Recognition Program	04-16
30.74	Gift-Funded Capital Projects	06-16
30.75	Gift Accounts	11-03
30.78	Establishing a Quasi Endowment	11-08

**Contents of Chapter 30**

NUMBER	SECTION TITLE	ISSUE DATE
30.82	Endowed Professorships	09-18
30.90	Departmental Scholarships and Resources Authorization	01-21
30.95	Special Course Fees	01-21
	Form: Special Course Fee Request	01-21
30.96	Special Course Fees for Computer Laboratories	10-04
30.98	Direct Deposit of Excess Financial Aid Funds	05-09