



COLLEGE ADMINISTRATIVE PROCEDURE MANUAL

Procedure Title	Procedure Number	Page(s)	Date Adopted:
Student Organization Funds	FKB - I	1	8/26/2025

BASED ON BOARD POLICY

Section	Policy Title	Policy Number	Date Adopted:
F – Students	Student Activities: Activity Funds Management	FKB	8/26/2025

All funds of each official student organization shall be deposited in an agency account maintained for the organization by the College's Business Office. Deposits are made to the Business Office. All expenditures of student organization funds must be approved, in writing, by the Coordinator of Student Life in advance of the commitment or expenditure. Detailed procedures for the deposit, expenditure and other administration of funds will be prescribed by the Vice President, Instruction and Student Engagement with the advice of the Vice President, Finance and Administration.