UMAINE DEPARTMENT AWARD / CREDIT REPORTING FORM 2019-2020

Account Name: _____

PS Dept ID# : _____ **Fund Code :** _____

Program Code: _____ **Project Code :** _____

Account #: 55100

Instructions:

* Complete this form whenever your department chooses to credit a student's account with department funds **(this does not include scholarship funds).**
* Please list the PS chartfields. Funds disbursed to students' accounts through Financial Aid are charged to PS account 55100.
* Enter the exact dollar amount for each term in which payment is requested.
* Summer awards charged to FY18 ***MUST BE IN THIS OFFICE BY*** ***JUNE 21st*** ; after that date summer awards will be charged to your FY20 (2019-2020) department budget. If using FY19 funds please **use Form 2018-2019**.

Student Name	MaineStreet ID #	Fall (2010)	Spring (2020)	Summer (2030)	Total Award
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
					0
				TOTAL:	0

Department: **Phone Number :**

Name and Title:

Signed:

Note: Payment of tuition credits related to a graduate teaching or research assistantship or payment of graduate health insurance related to an assistantship are processed directly through the Graduate School on a Graduate Assistant and Appointment Authorization Form.

If you have questions, please call Caryl Willette at 1-3092.

Return to: Office of Student Financial Aid, Wingate Hall, Fax 581-3261