

North Dakota State University

Policy Manual

SECTION 501

PETTY CASH AND CHANGE FUND

SOURCE: NDSU President

NDSU departments may maintain small petty cash funds and/or change funds upon the approval of the NDSU Accounting Office. Prior to establishing such a fund, NDSU is required by law (NDCC 54-06-08.1), to receive approval of the fund by the North Dakota State Auditor and State Treasurer. Once approved, NDSU departments are required to maintain a petty cash fund and/or change fund in accordance with guidelines issued by the NDSU Accounting Office.

HISTORY:
New February 26, 2001