



Acknowledgment of Training

Fiscal and Process Controls for Campus/Student Organizations

I have participated in the TSU Fiscal and Process Controls for Student Organizations Training and understand the applicable University policies and procedures addressed, which include (but is not limited to):

Manual of Administrative Policies and Procedures

03.05.01 Accepting and Handling Credit and Debit Card Payments

03.07.01 Cash Handling

I also understand and will abide by the protocols and procedures as addressed in this training and in the noted policies as it relates to my roles and responsibilities as the Advisor / Treasurer (*please circle one*) of the _____ (*please fill in the blank with the name of the campus student organization you are currently serving*) certified/registered student organization at Texas Southern University for the 20__/20__ academic year.

I hereby acknowledge receipt, understanding and adherence to policies and procedures outlined in this workshop and will my fiduciary responsibility and conduct accordingly.

Printed Name: _____

Signature: _____

Date: _____