
2322 DISBURSEMENT FOR UNIVERSITY DEBT OBLIGATION

Effective: January 1989
Revised: May 2006
Last Reviewed: April 2016
Resp. Office: Treasurer's Office
Approval: V.P. for Finance and Treasurer

PURPOSE

To establish the timely payment of valid and authorized University debt obligations.

POLICY

1. The Treasurer's office has the authority and responsibility to ensure the timely payment of University debt obligations in accordance with applicable debt instructions.
2. Debt service payments will be initiated through a properly completed and authorized Office of the Comptroller's disbursement form.
3. Debt service payments must confirm to the Debt Service Schedule as approved annually by the Associate Treasurer.
4. Debt service agreements executed subsequent to the annual approval of the Debt Service schedule must be approved individually by the V.P. for Finance and Treasurer and added to the schedule prior to any payment thereon.