

*Fees Collected from Students*

All fees collected from students, as defined in Regulation 3241, shall be deposited to the General Fund for credit to the proper budget category or recorded as “other revenue” as appropriate. All materials or supplies used in the instructional program, including those purchased with fees collected from students, shall be ordered through regular purchasing channels and paid for through the General Fund.

Credit systems are not permitted.

The Business Office shall be responsible for establishing uniform procedures, in accordance with generally accepted accounting principles, to ensure efficient operation.