

# ADMINISTRATIVE PROCEDURE

## Southwestern Oregon Community College

### AP 5900 Student Club & Organization Receipts & Disbursements

It is the Administrative policy of Southwestern Oregon Community College that receipts and disbursements for student activities and student clubs be processed through established Business Office procedures with expenditures documented and authorized by the appropriate person(s).

Adopted by Board of Education:

Policy #8.010 May 19, 1975

Changed to Administrative Policy January 22, 1996

Revised: January 15, 2020 (Formerly Admin. Policy 9.058)

Updated number: October 20, 2023 (Formerly APP 6029)