



UNIVERSITY OF MARYLAND
STUDENT FINANCIAL SERVICES AND CASHIERING

Campus Address: Accounting Department 1110 Lee Building College Park, MD 0742
Fax # (301) 314-9098

SAR CHARGE/PAYMENT CODE INITIATION FORM

Department/Unit:				
Request Type:	New	Revise	Transaction Code:	
<u>Transaction Code Information</u>				
Transaction Description (30 characters or less):				
Short Description (12 characters or less):				
Purpose/ Explanation:				
Workday Finance Account Information:	Company ID	Driver Worktag	Operational Worktag	Ledger Account
<i>(Optional - Financial Aids)</i>				
Financial Aid ID:				
Request By:				Request Date:
Email:				Signature
Department Head:				Approval Date:
				Signature

STUDENT FINANCIAL SERVICES AND CASHIERING - ONLY

Date Received:	Assigned TCode:
Staff Name:	Effective Date:
Signature	