

### **Student Organization Finances**

Student District Affiliated Organizations (DAO) and student clubs are managed through the student governance and the Office of Campus Services.

In an effort to manage spending within student clubs and organizations and to ensure ethical use of student fee funds, the Campus Services Office requires that DAO and student club fund transfers and expenditures be processed with Campus Services. The Campus Services professional staff members serve as the final authorized signature for all financial forms and contracts. Clubs, organizations, or their advisors do not have authority to enter into a contractual agreement.

No outside bank accounts are allowed. In some cases, a DAO or club may have a Foundation account.

Access to student club money is articulated in the club constitution and/or by-laws. Club or organization funds may only be used by clubs who are recognized through the student governance process outlined in *Procedure 5060.2: Student Organizations*.

Inactive club funds will stay in the club account for one (1) year after inactivation. After one (1) year, funds from that account will be transferred into the student fee account managed by the Student Fee Allocation Committee or SFAC (Procedure 5060.6) or the student government general fund to be re-distributed.