



Ohio Administrative Code Rule 3341-6-11 Cash advance.

Effective: March 17, 2015

(A) Policy statement and purpose

In rare circumstances, it may be necessary to request cash advances.

(B) Policy

(1) Requests for cash advances will be considered for:

- (a) Cash payments to confidential human subjects;
- (b) For extended student educational trips abroad in countries where credit cards are not readily accepted;
- (c) Other unusual or unique circumstances where cash is the only available payment option.

All cash advances must be approved by the vice president for finance and administration or in her/his absence, the president.

Procedures and forms may be found on the web site of the office of the controller:

<http://www.bgsu.edu/finance-and-administration/controller.html>.
