



POLICY: 6Hx28:7B-03

Responsible Executive: Vice President,
Business Operations and Chief Financial
Officer

Policy Contacts:

Specific Authority: 119.01(4),
1001.02(9f)(9g)(9i), 1010.01, 1010.02,
1011.01(2)(3), F.S.; 6A-14-072(1) FAC.

Law Implemented: 6A-14.072 FAC.

Effective Date: 10-16-2007

Date of Last Policy Review:
10-16-2007

Financial Records and Reports

Policy Statement:

All financial records and reports shall be prepared and maintained as prescribed by the law and rules of the State Board of Education. Financial records shall be kept in accordance with the publication "Accounting Manual for Florida's College System."

Policy History:

Adopted 12-11-74; Amended 12-15-82; Amended 11-18-92; Amended 10-16-07; Formerly 6Hx28:6-01 and 6Hx28:6-05; Formerly 6Hx28:06-00

Procedures:

The procedures for preparation, submission, and approval of the Valencia College budget will be in accordance with Chapters 6A-14.070 to 6A-14.0713, State Board of Education Rules, and to conform to general authority contained in Section 240.361, Florida Statutes.

- I. An annual budget shall be prepared in the manner prescribed by the commissioner of education.
- II. These budgets must be prepared in conformance with commonly-accepted educational and fiscal principles. They must comply with all state laws and rules which are applicable. The budget will be approved by the District Board of Trustees and the President of the college.

Procedure**History:**

Adopted 12-15-82; Amended 11-18-92; Amended 10-16-07; Formerly 6Hx28:06-00

Date of Last Procedure Review: 10-16-2007