

St. Mary's University
Fund Authorization Form for Student Organizations

Organization Name: _____

_____ I am requesting a new Student Bank Account
New student organizations will require approval from the Student Activities & Transitional Programs office prior to opening a student bank account. The SATP office is located in Student Life on the UC 2nd floor.

To be filled out by representative from Student Activities and Transitional Programs:

_____ Printed Name

_____ Signature

_____ I am updating an existing Student Bank Account

***The individuals listed on this form are authorized to inquire on the account and withdraw funds. For cash advances individuals must submit a cash advance form to the Finance Office (STLH 125) for approval and present their St. Mary's ID card at time of service. Any changes of authorized users require that this form be updated immediately.

Authorized Users Information

Name	StMU ID#	Phone#	Signature
_____	_____	_____	_____
_____	_____	_____	_____

Required signatures for withdrawals must include the ADVISOR and One ___ or Two ___ authorized users.

Advisor Information

Name: _____ StMU ID#: _____

Department: _____

Phone: _____

Email Address: _____

Signature: _____ Date: _____

Finance Office Use Only: _____ - _____ - 56101 - _____ Deposits
Fund Organization Program

_____ - _____ - 74322 - _____ Disbursements
Fund Organization Program