

Rancho Santiago Community College District
BOARD POLICY
Chapter 6
Business and Fiscal Affairs

BP 6302 Accounting for Monies Collected

Reference(s):

- Education Code 76060.5 Selection for Purpose of Establishing Student Representation Fee
- Education Code 76063 Deposit or Investment of Student Funds
- Education Code 76064 Additional Uses of Student Funds
- Education Code 76065 Supervision and Audit of Student Funds

Monies collected by district employees and by student organizations shall be handled with good and prudent business procedures.

All monies collected shall be receipted and accounted for as directed without delay to the proper location for deposit.

In no case shall monies be left overnight, nor leave district facilities except in safes provided for safekeeping of valuables.

Revised: September 9, 2013 (Previously BP3217)