

THE UNIVERSITY OF TEXAS AT AUSTIN

**New Account Request
Educational and General**

TO: Mary E. Knight, Associate Vice President and Budget Director, G0600

FROM: _____

TYPE OF ACCOUNT:

___ 14 E&G
___ 20 AUF

SUBACCOUNTS:

___ 01 Fac. Salaries
___ 02 TA's/AI's
___ 09 A&P Salaries
___ 10 Class Salaries
___ 20 Wages
___ 50 M. O. & E.
___ 70 Schol/Fellow
___ 75 Travel
___ 80 Spec. Equip.
___ Other _____

DEPARTMENT: _____ UNIT CODE: _____

PROPOSED TITLE: _____

ATTACHMENTS:

___ Correspondence ___ Copy of Check ___ Budget ___ (required for all 19 accounts)

Other _____

ACCOUNT PURPOSE: (describe in detail, source of funds & purpose of account)

SIGNATURE AUTHORITY: ___ standard (or specify)

DEAN'S APPROVAL (academic depts only) or
DIRECTOR'S APPROVAL (non-academic depts only):

(Signature) (Printed name) (Title) (Date)

BUDGET DIRECTOR'S APPROVAL & TITLE:

(Signature) (Printed name) (Title) (Date)

Account # _____ Federal Element _____ NACUBO _____

MIS Reporting Code _____ LBB Code _____ Bal Fwd _____

Purchasing Authority _____ Cash Source _____