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These have ranged from lecture series to longer curricular programs designed for language study, ESL training, or professional development.

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sion in Undergraduate Admissions or Graduate Admissions

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3.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for ensuring the integrity of the financial statements and for providing a clear audit trail. The document also highlights the need for regular reconciliations and the use of reliable accounting software to minimize errors.

2. The second part of the document outlines the specific procedures for recording transactions. It details the steps involved in identifying the correct accounts to debit and credit, and the importance of using the correct amounts. The document also discusses the need for proper documentation and the use of supporting evidence to verify the accuracy of the entries.

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NOTE: If at any point in this process, it is determined that the grievance is covered by any other University policy or procedure, then such other policy or procedure will be followed.

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