



UNIVERSITY OF HAWAII

VICE PRESIDENT FOR ADMINISTRATION
AND CHIEF FINANCIAL OFFICER

April 19, 2002

ADMINISTRATIVE PROCEDURES MEMORANDUM NO. 02-06

TO: University Executive Council
State Director of Career and Technical Education
Deans and Directors

FROM: James R. W. Sloane *James R. W. Sloane*
Vice President for Administration and Chief Financial Officer

SUBJECT: **AMENDED ADMINISTRATIVE PROCEDURE**

The administrative procedure listed below has been revised to incorporate the University of Hawaii's Financial Management Information System (FMIS) Accounts Receivable Subsystem (ARS).

We are pleased to inform you that we have streamlined our procedure for handling University receivables, which will provide a more accurate picture of your department's and the University's financial position.

The following Administrative Procedure has been revised:

A8.651 Accounts Receivable

Administrative officers were notified of the availability of the administrative procedures via listserv. The revised administrative procedure is available on-line at <http://www.hawaii.edu/svpa/apm/a8600.html>. Should you have any questions regarding these revisions, please contact the General Accounting and Loan Collection Office at 956-8278.