

NORTHWESTERN STATE UNIVERSITY
BUDGET UNIT HEAD CHANGE

CHART OF ACCOUNTS:

N

Date: _____

FUND:

_____ (6 digits)

FUND TITLE:

ORG:

_____ (6 digits)

ORG TITLE:

BUDGET UNIT HEAD BEING REPLACED:

NEW PROJECT DIRECTOR:

Requisitions:

Approvals:

Printed Name: _____

SIGNATURE

DATE:

NEW BUDGET UNIT HEAD:

Requisitions:

Approvals:

Printed Name: _____

SIGNATURE

DATE:

NEW APPROVING AGENT:

Requisitions:

Approvals:

Printed Name: _____

SIGNATURE

DATE:

NEW VICE PRESIDENT:

Requisitions:

Approvals:

Printed Name: _____

SIGNATURE

DATE:

PREPARED BY:

SIGNATURE DATE

REVIEWED BY:

SIGNATURE DATE

ENTERED BY:

SIGNATURE DATE