BT #:
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## **SAN DIEGO CITY COLLEGE**

## **BUDGET ADJUSTMENT**

(List one fund per budget adjustment)

Requestor:	_			_	
Department ,	/ Program:			_	
Effective Date	e: _				
				Increas	e use whole numbers only** e (leave as positive number) se (place a "-" before number)
FUND	DEPT	ACTIVITY	OBJECT		AMOUNT
Reason for req	<b>uest:</b> (Must have c	lear justification as to why	BT / Column Tota transfer is needed)	ıı: <u> </u>	(Must equal zero)
Requestor's Signature:			Approved by D.O.:		
Date:			Date:		
Approved by:			Board (	Date: _	
Approver's Sigi	nature:				(only for GFU - 1110)

<sup>\*</sup>Funds MUST always be the same

<sup>\*</sup>Moving Funds between major objects codes within GFU (General Fund Unrestricted - Fund 1110) requires board approval.