

Office of Planning and Budget

**YORK COLLEGE
BUDGET FUNDS TRANSFER FORM**

DATE: _____

TRANSFER #1

FROM DEPARTMENT #: _____ TO DEPARTMENT#: _____ AMOUNT: \$ _____

FROM ACCOUNT#: _____ TO ACCOUNT#: _____ FUND CODE: _____ MAJOR PURPOSE: _____

OPERATING UNIT: _____ PROGRAM CODE: _____ FUNDING SOURCE: _____ SPECIAL INT: _____

REMARKS: _____

TRANSFER #2

FROM DEPARTMENT #: _____ TO DEPARTMENT#: _____ AMOUNT: \$ _____

FROM ACCOUNT#: _____ TO ACCOUNT#: _____ FUND CODE: _____ MAJOR PURPOSE: _____

OPERATING UNIT: _____ PROGRAM CODE: _____ FUNDING SOURCE: _____ SPECIAL INT: _____

REMARKS: _____

TRANSFER #3

FROM DEPARTMENT #: _____ TO DEPARTMENT#: _____ AMOUNT: \$ _____

FROM ACCOUNT#: _____ TO ACCOUNT#: _____ FUND CODE: _____ MAJOR PURPOSE: _____

OPERATING UNIT: _____ PROGRAM CODE: _____ FUNDING SOURCE: _____ SPECIAL INT: _____

REMARKS: _____

APPROVED _____

TITLE _____

Note: This form should be used in requesting a transfer of funds from one account or department to another. Please send the completed form to hgordon@york.cuny.edu and iperez@york.cuny.edu. We will inform you via email once the transfer has been completed.