

Memo 11-01

Manhattan, KS 66506 -0108

TO: President, Provost, Vice Presidents, Vice Provosts,  
Deans, Directors and Department Heads

FROM: Fran Vvibrant, Controller

RE: Electronic Payment Notifications

SUBJECT: Final FY 2011 Online Business Travel Reimbursement Policy

The State of Kansas will transition to a new accounting system for business travel and accounts payable vendors.

Student Loans

h-state/border city \$ 9.20 \$ 10.20 \$ 18.00

full-COST area \$ 9.20 \$ 10.20 \$ 18.00

of annual not to exceed \$91 per day

to://www.k-state.edu/policies/ppm/G410.html

Notifications of Electronic Funds Transfer

Reimbursements and accounts payable payments will no longer be provided by the State Department of Administration

In an effort to assist our employees in tracking their future business travel reimbursements the Controller's Office will provide an email notification from controller@ksu.edu to employee

Please contact our office if you have any questions.

Administration

102 Anderson Hall  
785-532-6210

Funds Management

Fax: 785-532-1305

Fax: 785-532-5577

785-532-2048

785-532-0320