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Policy Information

Last Revised Date:
February, 2016
Policy Number:
Fin-202
Reference:
University Handbook for Appointed Personnel 2.09
Financial Services Manual 8.12
Responsible Unit:
Financial Services Office
Phone:
(520) 621-9097

Policy

All gifts of any kind to an administrative unit or to individuals in their capacity as University employees should be placed in University accounts or inventories. Instructions for processing gifts are contained in the Financial Services Manual. The University gift policy is available online as follows:

- FSO Manual, 8.12: Gifts
  http://policy.fso.arizona.edu/fsm/800/812 [1]

Further information can be obtained from your unit Development Officer or the Central Gift Office at the University of Arizona Foundation.

Revision History*

Updates to unit names:

8/2000
9/2002
2/2016
Source URL:
https://policy.arizona.edu/employment-human-resources/gifts-university-solicitation-and-receipt

Links