



Approve Budget Amendment - FIN8025

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Finance > Budget Amendment > Approve Budget Amendment

This page is used to retrieve, return, and approve budget amendments that have been submitted through the workflow process as set up in the District Administration application. The page consists of three sections: amendment information, detail information, and summary information.

Approve a budget amendment:

[Select a student](#)

The following receiving options selected on the Options > Purchasing Options page in District Administration determine how information is displayed as well as if certain requisition items can be received on this page.

- If **Use Blind Receiving** is selected, order quantities are not shown on this page.
- If **Allow Partial Receiving** is not selected, only complete requisition items can be received.
- If **Allow Receiving Overage** is not selected, only the original item quantity ordered or less can be received.

| Field | Description |
|-----------|-------------|
| Campus ID | |
| Pass/Fail | |

Click **Save**.

****NOTE:**

Other functions and features:



[Delete a row.](#)

Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.



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