

This guide will help clarify which vouchers will be deleted and which will be processed at Fiscal Year-End.

- Vouchers pending approval *above* the red line will be deleted on June 16.
- Vouchers pending approval *below* the red line will be posted and paid in FY17.

In the examples below:

- **Voucher 51011174** will be processed FY17 because the Department has approved it and it has moved on past the department approval stage.
- **Voucher 51011175** will be deleted on June 16 because the department has not approved it so it is still pending in the department approval stage.

Approval History

Business Unit UNCCCH Total: 5,350.00
 Voucher ID 51011174
 Approval Status Pending

Department Stage

BUSINESS_UNIT=UNCCCH, VOUCHER_ID=51011174:Approved

Department Path I

Admin Approved
 Angela Kingery
 Voucher Dept Level 1
 04/10/17 - 2:05 PM

PreAudit UNCCCH AP

BUSINESS_UNIT=UNCCCH, VOUCHER_ID=51011174:Pending

PreAudit UNCCCH AP 2

Pending
 Multiple Approvers
 NC_WF_CH_OSR_APPR2

UNCCCH AP PreAudit

Pending
 Multiple Approvers
 PreAudit Office UNCCCH

Central Office Stage

BUSINESS_UNIT=UNCCCH, VOUCHER_ID=51011174:Awaiting Further Approvals

UNCCCH AP Central Office

Not Routed
 Multiple Approvers
 UNCCCH Voucher Cent Office

Department Stage

BUSINESS_UNIT=UNCCCH, VOUCHER_ID=51011175:Pending

Department Path I

Pending
 Multiple Approvers
 Voucher Dept Level 1

Central Office Stage

BUSINESS_UNIT=UNCCCH, VOUCHER_ID=51011175:Awaiting Further Approvals

UNCCCH AP Central Office

Not Routed → Not Routed
 Multiple Approvers → Multiple Approvers
 UNCCCH Voucher IC Approver → UNCCCH Voucher Cent Office