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OFFICE OF THE OMBUDSMAN

Florida Atlantic University

MEMORANDUM

TO:

Dennis Crudele, Chief Financial Officer and Senior Vice President

Financial Affairs

FROM:

Patty Singer, University Ombudsman/ D

DATE:

October 5, 2010

SUBJECT:

Service Charge for Web Check

First, thank you for our meeting and your consideration on Monday. I believe the implementation of a \$25 flat fee, for service charges resulting from incorrect input with a maximum of two incidents, is very fair. Your agreement for the department designation on the notification letter being changed to the Office of the Controller is greatly appreciated. This will alleviate the backlash to the employees at the cashier's window.

This memo includes the last batch of requests regarding the service charge fee and late fee. If a number was input incorrectly, the justification has been confirmed by the Cashier. Cashier cases are somewhat different and the information is included for your review.

