The BRC Compliance, Accounting, Audit and Policy (CAAP) team is offering a new and useful training session called Cost Transfer 101, in which you can learn—or further develop your knowledge of—how to process cost transfers.

Our training will be offered once a month beginning April 2018 and will cover topics such as:

- The different types of cost transfers (both local and intercampus) and when to use them
- How to complete and submit forms and what additional documentation may be required
- Who needs to be informed of a cost transfer and who is responsible for doing that
- When an E-Journal is needed

Interested in attending a Cost Transfer 101 session? Our next class is April 17 or visit the BRC Training Calendar for other dates. Enroll by sending an email to amy.vrizuela@ucop.edu with “Cost Transfer 101” in the subject line.

We look forward to seeing you in our next class!