

Occurrence Dates for MnSCU Accounting transactions

Tran	Description	Acct 1	G/L or CC Entered By	Object Code Entered By	Sign 1	Acct 2	G/L or CC Entered By	Object Code	Sign 2
	<i>Occurrence Date</i>								
	Transactions generated by the User								
PV	Payment Voucher	Cost Center	User	User	D	General Ledger	System	8600 or 8110	C
	<i>Enter the date the financial event occurred, which is the date goods are received or services rendered. This date is essential for calculating accounts payable obligations.</i>								
XV	Payment Voucher Reversal	Cost Center	Same as PV	Same as PV	C	General Ledger	System	Same as PV	D
	<i>Enter the same date as the original payment voucher. (For state treasury accounts XV must be done before the next maps interface).</i>								
PG	General Ledger Payment Voucher	General Ledger	User	User	D	General Ledger	System	8600 or 8110	C
	<i>Enter the date the financial event occurred, which is the date goods are received or services rendered. This date is essential for calculating accounts payable obligations.</i>								
XG	G/L Payment Voucher Reversal	General Ledger	Same as PG	Same as PG	C	General Ledger	System	Same as PG	D
	<i>Enter the same date as the original General Ledger Payment Voucher.</i>								
CM	Credit Memo	Cost Center	User	User	Entered	General Ledger	System	8270	Opposite side of 1
	<i>Enter the date the financial event occurred, which is the date goods were returned.</i>								
EV	Expense Voucher	Cost Center	User	User	D or C	General Ledger	System	8110	Opposite side of 1
	<i>Enter the date the financial event occurred, which is the date goods are received or services rendered.</i>								
	Example: Record bank charges								
EG	G/L Expense Voucher	General Ledger	User	User	D or C	General Ledger	System	8110	Opposite side of 1
	<i>Enter the date the financial event occurred.</i>								
	Example: Record investments purchased by electronic transfer.								
JC	Cash Journal Voucher	Cost Center	User	User	D or C	General Ledger	System	8110	Opposite side of 1
	<i>Enter the date the financial event occurred.</i>								
	Example: Correct a transaction posted to the wrong object code or cost center								
RE	Accounts Receivable	Cost Center	User	User	D or C	General Ledger	System	8201	Opposite side of 1
	<i>Indicate the date that service was performed for the customer. If service occurred over a period of time use the completion date.</i>								
	Note: Transaction will post to object code 9001 until cash is receipted against the receivable.								
CP	Cash receipt (point-of-sale)	Cost Center	User	User	D or C	General Ledger	System	8110	Opposite side of 1
	<i>Date of receipt of cash by the college. This date is essential in reconciling bank accounts.</i>								
	Example: To receipt EFT payments use the date that the money was deposited in the bank account.								
XP	Point-of-sale Cash Receipt Reversal/Correction	Cost Center	Same as CP	Same as CP	D or C	General Ledger	System	8110	Opposite side of 1
	<i>Use same bank date as original transaction. This date is essential in reconciling bank accounts.</i>								
CR	Cash Receipt (General Ledger)	General Ledger	User	User	D or C	General Ledger	System	8110	Opposite side of 1
	<i>Date of receipt of cash by the college. This date is essential in reconciling bank accounts.</i>								
	Example: To receipt EFT payments use the date that the money was deposited in the bank account.								
XR	G/L Cash Receipt Reversal/Correction	General Ledger	Same as CR	Same as CR	D or C	General Ledger	System	8110	Opposite side of 1

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	Occurrence Date <i>Use same bank date as original transaction. This date is essential in reconciling bank accounts.</i>								
JG	General Journal Voucher <i>Enter the date the activity to which this transaction is referring took place.</i> Example: If you record month-end chargebacks, you would enter the last day of the month.	Either	User	User	D or C	Either	User	User	Opposite side of 1
BB	G/L Beginning Balances <i>Entered when MnSCU Accounting was created. Can no longer be entered.</i>	General Ledger	User	User	D or C	General Ledger	System	8801	Opposite side of 1
CB	<i>Does not affect cash.</i>								
EF									
EN									

Transactions generated by ISRS

FB	Fund Balance <i>System Generated</i>	General Ledger	Program	System	D or C	General Ledger	System	8801	Opposite of side 1
CT	Credit Memo (General Ledger) <i>System Generated. Uses the date of the PG that is being cancelled.</i> Example: Credit for deductions from cancelled student payroll checks.	General Ledger	Program	8211	C	General Ledger	System	8270	D
CA	Credit Memo Applied <i>System generated. The occurrence date is the date that the CD is generated.</i>	General Ledger	Program	8270	D or C	General Ledger	System	8110	Opposite side of 1
CD	Cash Disbursement <i>System Generated. The occurrence date is the date that the checks are printed. This date is essential in reconciling bank accounts.</i>	General Ledger	Program	8600	D	General Ledger	System	8110	C
XD	Cash Disbursement Reversal <i>System Generated uses today's date. This date is essential in reconciling bank accounts.</i>	General Ledger	Program	8600	C	General Ledger	System	8110	D
PR	Payroll Voucher <i>System Generated. Pay Period end date.</i> Note: The Cost Center and Object Code are established by the SCUPPS assignment and student work authorization.	Cost Center	Program	Program	D or C	General Ledger	System	8110 or 8199	Opposite side of 1
BL	Bank Transfer (General Ledger) <i>Date that the transaction is generated.</i> Example: Direct deposit via EFT of student payroll funds and financial aid overage amounts. (Similar to a PG transaction)	General Ledger	Program	Program	D	General Ledger	System	8600	C

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Occurrence Date

Note: The General Ledger and Object Code are established in student payroll and accounts receivable setup tables.

XL	Bank Transfer Reversal (General Ledger) <i>System generated. Uses the date of the BL that is being cancelled.</i>	General Ledger	Same as BL	Same as BL	C	General Ledger	System	8600	D
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