

SOUTH MOUNTAIN COMMUNITY COLLEGE

CASH HANDLING ACKNOWLEDGEMENT

- As a student of the Maricopa County Community College District (MCCCD) that is responsible in some way, however insignificant, for handling cash transactions (including, but not limited to: coins, currency, checks, money orders, credit cards, electronic funds transfers, tokens, gift cards, tuition waivers, parking fees, stamps, etc.), I certify that I have read, understand and will administer the cash handling procedures specific to my college or district office unit.
- I also certify that I understand that if a theft is suspected or has occurred at my college or district office unit, I will inform my supervisors as part of the college's or district unit's effort to ensure that the appropriate law enforcement authorities be notified.
- Finally, I acknowledge that I understand that if I am involved in inappropriate activity I may be disciplined by MCCCD.
- I acknowledge that reporting false or incorrect information will lead to appropriate disciplinary action. This information provided by me is complete and accurate as of today.

Print Name

Signature

Date

Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the college.

The Maricopa Community Colleges do not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: **(480) 731-8499**. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit the following weblink: <https://district.maricopa.edu/consumer-information/non-discrimination-statements>.



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