

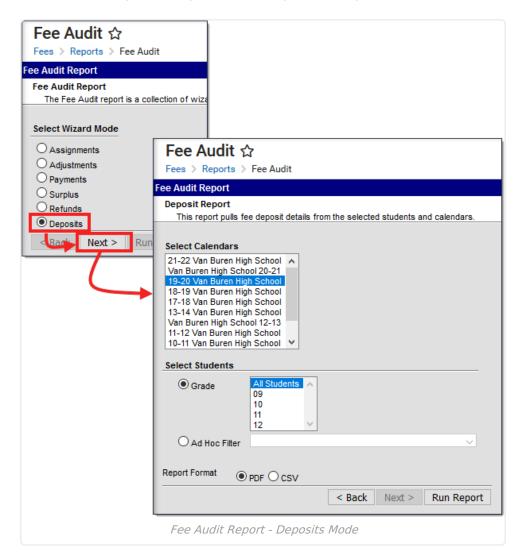
Deposits Mode (Fee Audit Report)

Last Modified on 10/21/2024 8:21 am CD7

Deposits Mode Report Editor | Generating the Fee Audit Report in Deposits Mode

Tool Search: Fee Audit Report

The Fee Audit Report in Deposits Mode reports all deposits listed on the student's Fees tool.



The Fee Audit Report can be generated in other modes as well:

- Assignments Mode
- Adjustments Mode
- Payments Mode
- Surplus Mode
- Refunds Mode



Deposits Mode Report Editor

The following options are available on the Deposits Mode Report editor.

Field	Description
Calendar Selection	Calendar Options are dependent on the Year and School selected in the Campus Toolbar. If a school is selected, only calendars for that school will appear in the Select Calendars list. If a school is not selected in a school bar, calendars from all schools will display for selection. Calendars are listed in descending year order.
Student Selection	When selecting the Students for which the audit report should be run, users can select a previously created Ad hoc Filter (created in the Ad hoc Reporting Filter Designer) or a specific Grade level. Available grade levels are based on the school selected in the Campus toolbar.

Generating the Fee Audit Report in Deposits Mode

Mode Selection

- 1. Select **Deposits** as the Mode.
- 2. Click **Next** to proceed to the next screen.

Report Options

- 1. Select which **Calendar(s)** to include in the report.
- 2. Select the students to include in the report by selecting a **Grade Level** or an **Ad hoc Filter**.
- 3. Click the **Run Report** button to generate the audit report in PDF format.

585 Peacht Generated (16-1 Harrison ree Parkway, 1 on 12/19/2016		55436 Page 1	Deposit Report Students: 2 Deposits: 2 (\$90.00)		
Summary Transaction	Grade	Students	Deposits	Amount		
Deposit	11	2	2	\$90.00		
	Totals:	2	2	\$90.00		
Student Name		Student#		Date		Comments
Wiseman, Risa		136619		08/09/2016	\$45.00	Auto deposit due to voiding a fee credit to fee 31777 for payment 681
		13670	04	08/09/2016	\$45.00	Auto deposit due to voiding a fee credit to fee 31781 for payment 680

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