## **Business Office**

## **Program Description**

The Business Office provides services to students, staff, faculty and the administration. Services provided include cashiering, accounts receivable, accounts payable, payroll and accounting for the College.

## **Mission**

The Business Office maintains the College's financial integrity by supporting the thoughtful allocation and management of institutional resources. The Business Office does this through the accurate recording of financial transactions, providing timely reports on the College's financial condition, and implementing, revising, and maintaining internal controls for the College's resources.