

**JACKSONVILLE STATE UNIVERSITY
REQUEST FOR BUDGET CHANGE**

Date: _____

Requesting Organization: _____

Budget Unit Manager: _____

BUDGET CHANGES REQUESTED

Budget Accounts to be INCREASED (13 Digit Account Code)	Amount Increase Requested
TOTAL AMOUNT INCREASED	

Budget Accounts to be DECREASED (13 Digit Account Code)	Amount Decrease Requested
TOTAL AMOUNT DECREASED	

Justification for changes: _____

Requested by: _____ Date: _____

Approved by: _____ Date: _____