

STARS BATCH SHEET

A & R Use Only

Control No.

BATCHING AGENCY NO.

BATCH DATE

Format = MMDDYY

BATCH TYPE

- 1 = Budgetary
- 2 = Revenues / Receipts
- 3 = Pre-encumbrances / Encumbrances
- 4 = Expenditures / Disbursements
- 5 = General Purpose
- 6 = Journal Voucher
- 7 = Statistical
- T = Balancing of Transfers

BATCH NUMBER

BATCH COUNT

BATCH AMOUNT

BATCH EDIT MODE

- 0 = No On-Line Edit or Post
- 1 = On-Line Edit, Batch Post
- 2 = On-Line Edit, On-Line Post

EFFECTIVE DATE

BFY

APPROVAL LEVEL

0 - 9 with default of 0

DISBURSEMENT METHOD

- H = On Hold
- M = Manual
- R = Release to Print Warrant
- Blank = Not Applicable

AGENCY USE:

ACCOUNTS & REPORTS USE:

Prep _____

Date _____

Received _____

Date _____

Review _____

Date _____

Pre-Audit _____

Date _____

Data Source (Check One)

Data Entry _____

Date _____

_____ Tape

_____ On-Line Entry

_____ A & R Key Data Entry