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ChartField Request – SpeedType, Program, Subclass [1]

Used to request new, non-Fund 34 Program SpeedTypes. *For actions on Fund 34 SpeedTypes, see the Gift Fund SpeedType [2] webpage and form.*

- NOTE: This is an OnBase form. Please connect to your campus network, or log in to VPN, prior to launching the form link below.
- For **instructions** on how to complete and submit this form, click here [3].

Open: ChartField Request – SpeedType, Program, Subclass Form [4]

Effective Date: 06/13/2025

Frequently Asked Questions

Q: **What if I only have changes to a SpeedType's fiscal staff?**
A: Do not use this form. Instead, use the ChartField Request - SpeedType Fiscal Staff [5] form -- or email your change request per instructions on that form.

Q: **What if I want to modify, inactivate, or reactivate a non-Fund 34 SpeedType?**
A: Email your campus contact ([6]Boulder: accounting@colorado.edu [7]; Denver|Anschutz: Finance.ChartFields@ucdenver.edu [8]; UCCS: acctfinc@uccs.edu [9]; System: accounting@cu.edu [10]) with the following information:

- SpeedType number and name
- Action being requested
- Reason for action being requested *(note: if the purpose of the SpeedType is changing, a new SpeedType should be created rather than repurposing the old one)*

Q: **Are there related resources on SpeedType or Program or SubClass ChartField values?**
A: Yes! See the Finance System Values [11] webpage for additional details.

Source URL:https://www.cu.edu/controller/forms/chartfield-request-%E2%80%93-speedtype-program-subclass

Links
[1] https://www.cu.edu/controller/forms/chartfield-request-%E2%80%93-speedtype-program-subclass
[2] https://www.cu.edu/controller/forms/gift-fund-speedtype [3] https://www.cu.edu/system/files/pages/343925-chartfield-request-%E2%80%93-speedtype-program-subclass/docs/onbase-instructions-chartfield-request-new-st-program-sc-062325-logo-081226.pdf
[4]

https://ping.prod.cu.edu/idp/startSSO.ping?PartnerSpId=SP:EnterprisePortal&TargetResource=https%3A%2F%
[5] https://www.cu.edu/controller/forms/chartfield-request-%E2%80%93-speedtype-fiscal-staff
[6] mailto:(accounting@colorado.edu?subject=Question%20on%20ChartField%20changes
[7] mailto:accounting@colorado.edu?subject=ChartField%20Question
[8] mailto:Finance.ChartFields@ucdenver.edu?subject=ChartField%20Question
[9] mailto:acctfinc@uccs.edu?subject=ChartField%20Request
[10] mailto:accounting@cu.edu?subject=ChartField%20Request [11]
https://www.cu.edu/controller/accounting-finance/chartfields-attributes/finance-system-values