

## **ChartField Request – SpeedType, Program, Subclass** <sup>[1]</sup>

Used to request new, non-Fund 34 Program SpeedTypes. *For actions on Fund 34 SpeedTypes, see the [Gift Fund SpeedType](#) <sup>[2]</sup> webpage and form.*

- This ChartField Request is an OnBase form. We recommend that you **connect to campus network/log in to VPN** prior to launching the form link below.
- For **instructions** on how to complete and submit this form, [click here](#) <sup>[3]</sup>.

[Open: ChartField Request – SpeedType, Program, Subclass Form](#) <sup>[4]</sup>

**Effective Date:** 06/13/2025

**The OUC has reengineered the finance forms pages to improve user experience by enhancing page design and content. [Learn more here](#)** <sup>[5]</sup>.

### **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](#) <sup>[6]</sup> 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 ( <sup>[7]</sup>Boulder: [accounting@colorado.edu](mailto:accounting@colorado.edu) <sup>[8]</sup>; Denver|Anschutz: [Finance.ChartFields@ucdenver.edu](mailto:Finance.ChartFields@ucdenver.edu) <sup>[9]</sup>; UCCS: [acctfinc@uccs.edu](mailto:acctfinc@uccs.edu) <sup>[10]</sup>; System: [accounting@cu.edu](mailto:accounting@cu.edu) <sup>[11]</sup>) 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](#) <sup>[12]</sup> webpage for additional details.

**Have a question or feedback?**

# Questions & Feedback <sup>[13]</sup>

## Feedback or Question \*

Your Name

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Your Email Address

CAPTCHA

This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

Submit

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**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-st-program-sc-062325-1.pdf>

[4] <https://ping.prod.cu.edu/idp/startSSO.ping?PartnerSpId=SP:EnterprisePortal&TargetResource=https%3A%2F%2Fwww.cu.edu/controller/forms/chartfield-request-%E2%80%93-speedtype-program-subclass>

[5] <https://www.cu.edu/controller/news/office-university-controller-news/april-5-2024-edition/coming-soon-new-ouc-forms> [6]

<https://www.cu.edu/controller/forms/chartfield-request-%E2%80%93-speedtype-fiscal-staff> [7]

[mailto:\(accounting@colorado.edu?subject=Question%20on%20ChartField%20changes](mailto:(accounting@colorado.edu?subject=Question%20on%20ChartField%20changes)

[8] <mailto:accounting@colorado.edu?subject=ChartField%20Question>

[9] <mailto:Finance.ChartFields@ucdenver.edu?subject=ChartField%20Question>

[10] <mailto:acctfinc@uccs.edu?subject=ChartField%20Request>

[11] <mailto:accounting@cu.edu?subject=ChartField%20Request> [12]

<https://www.cu.edu/controller/accounting-finance/chartfields-attributes/finance-system-values>

[13] <https://www.cu.edu/controller/forms/questions-feedback-0>