

## **ChartField Request: Account** <sup>[1]</sup>

Used to request additions or changes (modifications, inactivations, or reactivations) to Account ChartField values.

[Download: ChartField Request: Account Form](#) <sup>[2]</sup>

**Effective Date:** 07/01/2023

The OUC has reengineered the finance forms pages to improve user experience by enhancing page design and content. [Learn more here.](#) <sup>[3]</sup>

### **Frequently Asked Questions**

**Q: Why might I want to ask for a new Account to be created?**

A: The Account ChartField value classifies the transaction. Perhaps your department is interested in tracking a very specific type of expense or other transaction. Before you request the creation of a new Account, please review the comprehensive [Chart of Accounts list](#) <sup>[4]</sup> and then consult with your campus finance office.

**Q: Are there related resources on Account ChartField values?**

A: Yes! See the [Finance System Values](#) <sup>[5]</sup> webpage for additional details.

**Have a question or feedback?**

## **Questions & Feedback** <sup>[6]</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

Controller

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**Source URL:**<https://www.cu.edu/controller/forms/chartfield-request-account>

### Links

- [1] <https://www.cu.edu/controller/forms/chartfield-request-account> [2] <https://www.cu.edu/doc/form-cfr-account-070123-funds-coa-reviewxlsx-1?download=true> [3] <https://www.cu.edu/controller/news/office-university-controller-news/april-5-2024-edition/coming-soon-new-ouc-forms>  
[4] <https://www.cu.edu/controller/accounting-finance/chartfields-attributes/chart-accounts>  
[5] <https://www.cu.edu/controller/accounting-finance/chartfields-attributes/finance-system-values>  
[6] <https://www.cu.edu/controller/forms/questions-feedback-0>