

## **Payment Academy: Invoices in CU Marketplace** <sup>[1]</sup>

The purpose of the Payment Academy: Invoices in CU Marketplace course is to provide participants with the knowledge and skills needed to ascertain payment status of supplier invoices in the CU Marketplace eprocurement system, and to troubleshoot common payment problems.

**Program Level:** Basic

**Prerequisites:** None

**Advanced Preparation:** N/A

**Instructional Method:** Group-Internet Based

**Instructor:** <sup>[2]</sup>[Kristina Mendez](#) <sup>[2]</sup>, [Emily Hawkins](#) <sup>[3]</sup>

**Recommended CPE Credit:** 1.0 Hours

**Field of Study:** Computer Software and Applications

### **Course Objectives:**

At the end of the course, participants will be able to:

- Identify best practices in submitting invoices;
- Navigate CU Marketplace to look up payment status; and, ?
- Troubleshoot and resolve problems that result in payment delays.

### **Program Policies** <sup>[4]</sup>

#### NASBA Statement

The Office of University Controller - University of Colorado is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: [www.learningmarket.org](http://www.learningmarket.org) <sup>[5]</sup>.



**Links**

[1] <https://www.cu.edu/controller/payment-academy-invoices-cu-marketplace>

[2] <https://www.cu.edu/controller/kristina-mendez-cpe-instructor> [3] <https://www.cu.edu/controller/emily-hawkins-cpe-instructor> [4] <https://www.cu.edu/controller/cpe-cpas-policies> [5]

<http://www.learningmarket.org>