

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1564077

Vendor Name: Edward Arthur Mellinger Educat

Invoice Number: 10/22/18

Invoice Date: 10/22/18

PO Number:

Check Number: 0244488

Check Amount: \$ 200.00

Check Date: 11/14/2018

Department ID: 98239

Reviewer Name:

Voucher Number: V0540853

Redaction Type: FERPA

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

College of DuPage - Accounts Payable
Check Request Form
revised 12/18/17

This form may be used to request check payments only for those items for which the issuance of a purchase order would not be appropriate. Attach supporting documentation (e.g., invoice or agreement). Please refer to Vendor Payment - Check Request Procedure No. 10-65

Date: 10/22/2018
Vendor ID: 1564077

Invoice Number	P.O. Number/ Req. Number	Fund	Func.	Dept.	Object	Object Descrip.	Amount
		10	99	98239	2900024	Agency Scholarships	\$ 200.00

Grand Total \$ 200.00

AP VERIFIED

Check the appropriate box below and sign

☒ We, the undersigned, hereby certify that the goods/services for which payment is herein requested have been provided in a satisfactory condition/manner. Consequently, payment is appropriate at this time.

☐ We, the undersigned, hereby certify that the goods/services, for which payment is herein requested, have not yet been provided. The first approver indicated below will notify the Accounts Payable Office in writing when the goods/services have been delivered in a satisfactory condition/manner.

Payee Name: Mellinger Foundation
Payee Address: 1025 East Broadway, Monmouth, IL 61462

Other
Instructions:

Description on Check:

Student never attended [REDACTED]

Approvals:

Prepared By: Diana Christopher
Signature: [Signature]
Payment Due: _____
Board Approved Date: _____

Approved By: _____ Date: _____
Signature: _____
Approved By: _____ Date: _____
Signature: [Signature]
Approved By Division VP: _____ Date: _____
Signature: _____

Return Approved Request and All Supporting Documents to: Accounts Payable (SRC 2132 A), acctpay@cod.edu

AIDE - Award

2016 N/A

Dep	COA	FC	Need	UCost	UNeed	Awarded	400.00
CB						Accepted	400.00
Inst						9/11 Vet Dep	LEU 0.0000
Pell			Pell Ent				

Award	Description	Amount	Act	Date	A/R-Cred	CWS-Earn
1	AEAME Edward Arthur Melling	400.00	*	09/27/16	200.00	
2						
3						
4						
5						

Award AEAME \$400.00

Award Period	Orig Amount	Act	Date	ROF	AtP Cr	FA RG Cr	TIV Cr	AtP En	Exp Res	Act Res	Exp Hsg	Act Hsg
1 2016FA	200.00	A	09/27/16		12.00	6.00	3.00	F	INDI	INDI		No
2 2017SP	0.00	D	05/16/17		12.00	0.00	0.00	F	INDI	INDI		No
3 2017SU	200.00	A	05/16/17		12.00			F	INDI	INDI		No
4												
5												

AtP ☐ NASU ☐ Pkg ☐ Awards ☐ Cmmt ☒ Oth ☐ CORE ☐ Acad ☐



DISBURSEMENT POLICIES

It is the intention of the Mellinger Foundation that any awards granted by the Foundation should not result in the reduction or withdrawal of other assistance to the student, unless such assistance is in the form of loans or work-study programs.

The first portion of the scholarship is sent to the school in the fall for application to the student's first term expenses. Schools on a semester system will receive one-half of the total scholarship for each semester; schools on a quarter or three-term system will receive the scholarship in three portions.

The school should apply each portion of the scholarship first to payment of tuition, and then to payment for books, special fees and room and board. Students participating in an Internship must be paying tuition and receiving academic credit from the school to be eligible for the scholarship. If not, a refund is requested. If the student's expenses have been paid, the payer may be reimbursed and any excess funds may be disbursed to the student.

If the student fails scholastically, changes to part time status, or for any reason withdraws from school during the year, prompt notification of these circumstances is requested. Any unexpended funds are to be remitted by the school to this Foundation.

The student is responsible for providing the school with the proper authority to forward a complete transcript to the Foundation at the end of the school year.

EDWARD ARTHUR MELLINGER
EDUCATIONAL FOUNDATION, INC.

DATE	STUDENT SOCIAL SECURITY NO.	STUDENT NAME	AMOUNT
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Edward Arthur Mellinger Educational Foundation, Inc.
For Scholarships as designated in accompanying letter.

Check Number	Check Date	Total Amount of Scholarships
12994	1/25/2017	\$200.00

EDWARD ARTHUR MELLINGER EDUCATIONAL FOUNDATION, INC.

MONMOUTH, ILLINOIS 61462-0770

#1379196	EDWARD ARTHUR MELLINGER EDUCATIONAL FOUNDATION, INC. 1025 EAST BROADWAY MONMOUTH, ILLINOIS 61462	SCHOLARSHIP ACCOUNT	5644
	3097342419	CHECK NO.	12994
	DATE	AMOUNT	
	01/25/2017	\$200.00	
	Two Hundred and 00/100		
PAY TO THE ORDER OF	COLLEGE OF DUPAGE FINANCIAL AID OFFICE 425 FAWELL BLVD. GLEN ELLEN, IL 60137	Security Savings BANK Monmouth • (618) 8025 • StrongPhone 70-7264/2711	Details on back
		Jackie D. Watson Lynn R. Meloy AUTHORIZED SIGNATURE	TREAS.

⑈005644⑈ ⑆271172644⑆ 536080170⑈

EDWARD ARTHUR MELLINGER EDUCATIONAL FOUNDATION, INC.
MELLINGER BUILDING
1025 EAST BROADWAY
309/734-2419
POST OFFICE BOX NO. 770
MONMOUTH, IL 61462-0770

January 25, 2017

COLLEGE OF DUPAGE
FINANCIAL AID OFFICE
425 FAWELL BLVD.
GLEN ELLYN, IL 60137

Dear Sir/Madam:

Enclosed is a check in the amount of \$200.00 payable to COLLEGE OF DUPAGE, to cover students who have been awarded Mellinger scholarships.

Please apply the proper amount in accordance with our disbursement policy (copy enclosed) to each student's account listed below.

Student Name	Social Security Number	Amount

If a student is not enrolled at your institution, kindly refund his/her portion to the Foundation. Thank you for your cooperation in this matter.

Sherry L. Moore
Administrative Assistant

1379196

2016 N/A

Dep	COA	FC	Need	UCost	UNeed	Awarded	200.00
CB	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Accepted	200.00
Inst	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	9/11 Vet Dep	<input type="text"/> LEU 0.0000
Pell	<input type="text"/>	<input type="text"/>	Pell Ent	<input type="text"/>			

Award	Description	Amount	Act	Date	A/R-Cred	CWS-Earn
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Award AEAME \$200.00

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1 2016FA	200.00	A	09/27/16	<input type="checkbox"/>	12.00	6.00	3.00	F	INDI	INDI		No
2 2017SP	0.00	D	05/16/17	<input type="checkbox"/>	12.00	0.00	0.00	F	INDI	INDI		No
3 2017SU	0.00	D	10/22/18	<input type="checkbox"/>	12.00			F	INDI	INDI		No
4				<input type="checkbox"/>								
5				<input type="checkbox"/>								

AtP ☐ NASU ☐ Pkg ☐ Awards ☐ Cmmt ☒ Oth ☐ CORE ☐ Acad ☐