

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1602158

Vendor Name: Raymond Nault

Invoice Number: 1375

Invoice Date: 11/22/20

PO Number: B0370650

Check Number: E0083075

Check Amount: \$ 19,855.00

Check Date: 01/26/2021

Department ID: 00449

Reviewer Name:

Voucher Number: V0658556

Redaction Type: None

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

Document Below

From: Alex Fuentes <finance@collegeaidservices.net >
Sent: Sat Jan 16 10:45:24 CST 2021
To: invoicing@cod.edu
CC: annba@collegeaidservices.net
Subject: Invoice_1375 - PO 370650

Good morning,
Please see attached.
Thank you
Alex

Alex Fuentes
College Aid Services, LLC
Sr. Vice-President of Finance and Marketing
finance@collegeaidservices.net | Toll-Free: [833-GETCAS1](tel:833-GETCAS1) Ext. 708
www.collegeaidservices.net



From: "Doguim, Melissa" <doguimm@cod.edu >
Date: Friday, January 15, 2021 at 4:11 PM
To: Alex Fuentes <finance@collegeaidservices.net >
Subject: *NEW PROCEDURE* Please Send Attached CAS Invoice_1375_to COD Invoicing_PO 370650.pdf

Hi, Alex,
Good afternoon!
As I mentioned in my other email today, we have a new way of processing vendor payments.

Due to the new requirement for vendors to send invoices directly to our accounts payable department with the PO number on the invoice, **and** now that we have performed our review of the College Aid Service time sheets for the consultants, we ask you to please send this invoice with the PO number you will see on it by emailing it to invoicing@cod.edu.

Please let me know if you have any other questions!

Thank you,

Melissa Doguim
Administrative Assistant V to Dr. Diana Del Rosario,
Assistant Provost, Student Affairs
630-942-3687
PLEASE NOTE: college staff are working remotely.



For students seeking help, resources can be found at: <https://cod.edu/coronavirus/student-resources.aspx>
For information on how the College is responding to the Outbreak of COVID 19, please refer to our website:
<https://cod.edu/coronavirus/index.aspx>

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College Aid Services

Invoice

APPROVED

By Diana Del Rosario at 12:30 pm, Jan 15, 2021

BILL TO

Ms Michelle Olson
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137
United States

PO # 370650

AP VERIFIED
01/19/21 - BETHANY CRUSE

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSURE
1375	11/22/2020	\$19,855.00	01/21/2021	Net 60	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
11/09/2020	College of DuPage College of DuPage (Interim Financial Aid Representatives) SUBTOTAL - College of DuPage	[Nov 9 – Nov 20]	151:00	55.00	8,305.00 8,305.00
11/09/2020	College of DuPage:College of DuPage College of DuPage (Financial Aid Business Analyst)	[Nov 9 – Nov 20]	40:00	65.00	2,600.00
11/09/2020	College of DuPage - Remote Financial Aid Technical Analyst	[Nov 9 – Nov 19]	21:00	95.00	1,995.00
11/09/2020	College of DuPage (Interim-Director of Financial Aid)	[Nov 9 – Nov 20]	87:00	91.954023	8,000.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	SUBTOTAL - College of DuPage:College of DuPage				12,595.00
		SUBTOTAL			20,900.00
		DISCOUNT 5%			-1,045.00
		TOTAL			19,855.00
		BALANCE DUE		\$19,855.00	