

PROPOSED LUMINA OPEN UNIVERSITY
BURSARY DEPARTMENT
FINAL FINANCIAL CLEARANCE RETIRING OFFICERS

To The Accountant (Advances section)

Finance Officers

Accountant (Grants)

Accountant (Works Maintenance)

Financial Controller

Name in Full (Surname First):

Faculty:

PF NO:

Bank: Account No:

The above named officer has given notice to resign/withdraw/retire from the services of the university with effect from

In view of the above, please let us know his/her outstanding indebtedness to the university with respect to the following:

A Main Bursary

Officer in charge

1 (a) Furniture Loan..... (b) Interest on Furniture Loan.....

2 (a) Housing Loan..... (b) Interest on Housing Loan.....

3 (a) Motor Vehicle..... (b) Interest on M/V Loan.....

4 Salary Advance.....

5 Cash/Touring Advance.....

6 Salary Overpayment.....

7 Rents.....

8 others (Pls Specify).....

B Grant Section

Cash/Touring Advances.....

PG COLLEGE.....

Finance Office

1 (a) Furniture Loan..... (b) Interest on furniture Loan.....

2 (a) Housing Loan..... (b) Interest on Housing Loan.....

3 (a) Motor Vehicle..... (b) Interest on M/V Loan.....

4 Salary Advance.....

5 Cash/Touring Advance.....

6 Salary Overpayment.....

7 Rent.....

8 Others (Pls Specify).....

2 Work & MAINTENANCE ACCOUNT

Electricity.....

Water.....

Others.....

TOTAL INDEBTEDNESS.....

The above has fully verified and is hereby certified correctly

Phone No.....

Accountant (Advances).....