

PROCEDURE LIT.1.04.09
FINANCIAL REPORTING

SCOPE: (Faculty/Staff/Students)

1. All Lamar Institute of Technology (LIT) accounts, financial reports, tax returns, expense reimbursements, time sheets and other documents, including those submitted to government agencies, must be completed and maintained accurately, clearly, timely, and completely.
2. All entries in LIT books and records, including departmental accounts and individual expense reports, must accurately and completely reflect each transaction.
3. It is unlawful for an employee to take any action that fraudulently influences, coerces, manipulates, or misleads an auditor engaged in the performance of an audit for the purpose of rendering the financial statements materially misleading.

Related Policies: LIT.1.04

Relevant Forms/Documents:

Relevant TSUS Policies/Forms/Documents:

Relevant Statutes:

Relevant SACSOC Standards:

Document History:

Adopted:

Reviewed:

Revised: April 2025