What is my default organizational ("org") code on the p-card eForm?

Tell Me

1. The Default Org Code field on the p-card eForm refers to the level 5 organization of your department.

![You can find this code on the University's Banner Organization Code Hierarchy on the Financial Systems Support website.]

2. Where you have access to more than one organization for allocation choose the organization code to be used for unallocated transactions at the end of the billing cycle.

![Note
The default fund cannot be a contract or grant fund.]

Related FAQs

- How do I apply for a purchasing card ("p-card")?
- What is my default organizational ("org") code on the p-card eForm?
- Which "Spend Control Profile" should I select on the p-card eForm?
- What name should be listed in the "Application Approver" field on my p-card application eForm?
- What name should be listed in the "PCARD Reconciler" field on my p-card application eForm?