



COMPTROLLER'S OFFICE

ALABAMA A&M UNIVERSITY | www.aamu.edu |

General Assistance Directory

FREQUENTLY REQUESTED ASSISTANCE	NAME	EMAIL @AAMU.EDU	PHONE (256) 372-
1098T Tax Forms	Kerry Grant	kerry.grant	8251
1099 Tax Forms	Fran Crowe	fran.crowe	4892
A-4 Tax Forms	Casie Steen	casie.steen	4888
Banner Access Request Forms	Tarshekia Davis	tarshekia.davis	8056
Banner Finance Fund & Org Access and Document Approval Authorization Form	Kerry Grant	kerry.grant	8251
Budget Transfer Form for Restricted Accounts	Courtney Davis	courtney.davis	4882
Check Cancellation Requests	Georgia Harrison	georgia.harrison	4343
Cost Transfer Form	Courtney Davis	courtney.davis	4882
Direct Deposit Enrollment Forms	Georgia Harrison	georgia.harrison	4343
ID Cards (students, faculty, and staff)	Student Accounts	student.accounts	5195
Payroll - Bi-Weekly/ Work Study	Gabriel Omba	gabriel.omba	8642
Payroll - Faculty	Casie Steen	casie.steen	4888
Payroll - Staff/Graduate Assistant	Gabriel Omba	gabriel.omba	8642
Payroll Deductions	Payroll Office	payroll	5216
Student Account Holds	Student Accounts	student.accounts	5195
Student Account Inquiries	Student Accounts	student.accounts	5195
Student Refunds	Student Accounts	student.accounts	5195
Student Stipend Payments	Angela Strickland	angela.strickland	4895
Time Sheet Approver Inquiries	Casie Steen	casie.steen	4888
TMS Store Front set up – (allows departments to create an account to receive on-line payments for hosted events, etc.)	Kirstie Green	kirstie.green	8152
Travel/Encumbrances	Angela Strickland	angela.strickland	4895
Travel Expense Reports (if an advance was received)	Brittany Jackson	brittany.jackson	7119
Tuition & Fees Payment Plan	Student Accounts	student.accounts	5195
Vendor Consultant Forms	Kerry Grant	kerry.grant	8251
Vendor Payments	Accounts Payable	accounts.payable	5205
W-2 Tax Forms	Payroll Office	payroll	5216
W-4 Tax Forms	Payroll Office	payroll	5216
W-9 Tax Forms	Purchasing	purchasing	5227