**OWG 14-5 Bursar Approved Recommendations**

1. Recommends using Touchnet Information Systems, Inc. for IRS reporting and delivery to students the IRS 1098T tuition statement as currently utilized by Armstrong.

2. Recommends using Arctic International, LLC’s software system, Glacier, to report taxable income as required on certain international contractors, students, staff and faculty.

3. Recommends that both campuses will enhance and expand the use of Touchnet Marketplace online receipting system for collection of non-tuition related miscellaneous charges.

4. Recommends that the Georgia Southern business process of not providing petty cash reimbursements from the Bursar’s Cashier location will be implemented for the New University.

5. Recommends that BDMS/App Extender, currently utilized by both campuses, continue to be the document archiving system used by the Bursar’s Office in the New University.