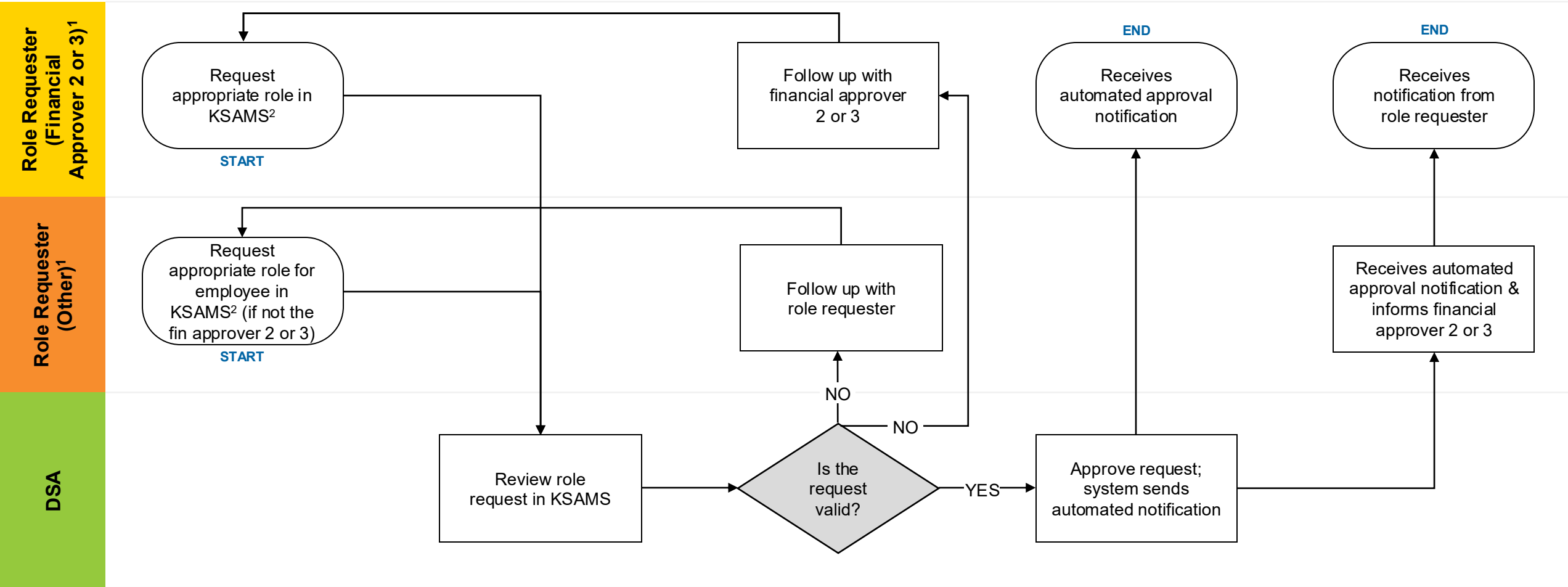


Request Financial Approval 2 or Financial Approval 3 Role

Financial Approver 2: Approves ≥\$100K; level 5 org; MAABO or finance director. **Financial Approver 3:** Approves ≥\$500K; level 3 org (school / division); asst. dean or AVC.
Financial Approver 1: Approves all financial transactions at the account level. Also known as fiscal officer for KFS transactions. Visit [accounting's website](#) for more information about this role.



Notes:
¹Request procedures vary depending on unit practices:
 • Options include emailing DSA, using an internal form, or submitting directly in KSAMS
 • **Namespace:** EPRO | **KSAMS Role Name:** UCIBuy Financial Approver 2 or UCIBuy Financial Approver 3
²KSAMS resources: [Website](#) | [User Guide](#) | [System Access](#) (requires VPN connection)