Controller’s Office Change in Check Printing Schedule – June 2022

Over the past several years Accounts Payable has progressively grown our volume of electronic payments via Automated Clearing House (ACH), as a more efficient payment method, with resultant reduction of our check payment volumes.  As we are issuing far fewer checks than previously the University Controller’s Office has reevaluated our check printing operations to determine the most efficient timing.

As a result, starting next week (Monday, May 9th) the University Controller’s Office will print checks on Tuesdays and Thursdays only. The Accounts Payable pay cycle will continue to run daily to issue payments by ACH and Wire.

Should you have any questions about disbursements please contact the Accounts Payable helpdesk at APHelp@usf.edu.

If any of your suppliers have concerns about this change on the timing of check payments, please encourage them to update their registration in the Bull Marketplace to enroll in direct deposit payments via ACH.  Any questions on that may be directed to suppliersetup@usf.edu .