



Banner Detail Code Request Form

Date: _____

GWU School/Department _____

School/Department Contact Information:

Contact Name: _____

Contact Phone Number: _____

Email Address: _____

Name of Award: _____

Banner Index Number for Award: _____

Type of Award (check one): Endowment Scholarship Grant

Print & fax to the number below:
FAX TO: (703) 726-4415

New Award Code Assigned by SAO/FA:

DO NOT WRITE BELOW – SAO USE ONLY

1. Senior Accountant: Search Oracle and attach following pages:

- Attachment 2: GWU Banner to Oracle Mapping
- Attachment 3: GWU Shorthand Aliases (View Only)

Initial & Date when completed: _____
(Initial) (Date)

2. Assistant Director: Assign and create appropriate Banner Detail Code based on above information & attach following:

Attachment 1: Banner TSADETC.

Initial & Date when completed: _____
(Initial) (Date)

File and retain.