

## **ChartField Request: Organization** [1]

Used to request additions or changes (modifications, inactivations, or reactivations) to Organizational Unit ChartField values.

[Download: ChartField Request: Organization Form](#) [2]

**Effective Date:** 04/16/2018

The OUC has reengineered the finance forms pages to improve user experience by enhancing page design and content. [Learn more here](#) [3].

### **Frequently Asked Questions**

**Q: Will the PO encumbrances from an old Org follow over to a new Org?**

A: No. You will need to submit a request to [changeorder@cu.edu](mailto:changeorder@cu.edu) [4] and identify the relevant PO numbers.

**Q: Are there related resources on Org ChartField values?**

A: Yes! See the [Finance System Values](#) [5] webpage for additional details.

**Have a question or feedback?**

### **Questions & Feedback** [6]

**Feedback or Question \***

**Your Name**

---

**Your Email Address**

---

— CAPTCHA —

---

This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

Submit

---

**Source URL:**<https://www.cu.edu/controller/forms/chartfield-request-organization>

**Links**

[1] <https://www.cu.edu/controller/forms/chartfield-request-organization>

[2] <https://www.cu.edu/doc/form-cfrorganization041618xlsx?download=true>

[3] <https://www.cu.edu/controller/news/office-university-controller-news/april-5-2024-edition/coming-soon-new-ouc-forms>

[4] <mailto:changeorder@cu.edu> [5] <https://www.cu.edu/controller/accounting-finance/chartfields-attributes/finance-system-values>

[6] <https://www.cu.edu/controller/forms/questions-feedback-0>