



# PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

August 7, 2009

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY09-110

Distributed via Campus Email

TO: Faculty and Staff

FROM: Mary Lee Hodge  
Vice President for Business Affairs

RE: FAMIS/Canopy Training

The Financial Accounting, Reporting and Procurement (FARP) Department will be offering a FAMIS/Canopy training on Tuesday, August 11, 2009 from 1:00 to 3:00 p.m. The training will be held in the Harrington Science Building Room 101 (HR Training Room). All participants must have a **Training Userid** which must be established prior to the training date therefore, it is very important to make sure you register for the session prior to the August 11, 2009. Be reminded that we only have 20 spaces available so register quickly. If you have any questions, please call Theresa Augustin at extension 1909.

MLH:pgs