



# PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

November 3, 2009

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY10-23

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 Monday, November 9, 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 November 9<sup>th</sup> training date. Be reminded that we only have 20 spaces available so register quickly. If you have any questions, please call Theresa Augustine at extension 1909.

MLH:pgs