



SACRAMENTO
STATE

Business Matters @ Sac State

TOPIC: Payments to Student Process Change

DATE: May 12, 2025

TO: Campus Business Partners, Deans, Associate Deans, Department Chairs,
Directors, and Managers

FROM: Tabitha Leeds, Senior Director, Accounting Services

The Payments to Students Process has been running successfully for more than a year. Thank you all for your feedback that helped us make the process as smooth as possible. At this time, we are moving the process from a separate work group and email to the Accounting Services Team and Inbox. We will maintain the current inbox until the end of the Fiscal Year.

Please send all questions to accts-01@skymail.csus.edu. The ABA forms workflow remains the same and we will redirect the forms on the back side.

Thank you all for your cooperation through the last few years of developing and streamlining this process.