



MGA GRADUATE STUDENT GROUP FUNDING AUDIT DOCUMENT

As per section 7 of the MGA Graduate Student Group Funding regulations

[YEAR]

Part One: Group information

Group name:

Department/School/Centre/Area:

Faculty:

Names of group organisers:

Chair: _____

Finance Officer: _____

Events Manager: _____

Others: _____

Statement of aims and objectives of the group:

Part Two: Income and expenditure report

INCOME

Item	Dates	Details	Amount
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TOTAL INCOME

EXPENSES

Item	Dates	Details	Amount
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TOTAL EXPENSES

NET POSITION (INCOME/EXPENSES)

Part Three: List of activities and approximate numbers

Events

Name

Date

Attendance numbers

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TOTAL EVENTS RUN

PART FOUR: Declaration of use of funds

The _____ confirms that it has abided by the Monash Graduate Association Graduate Groups Regulations and Procedure for the use of all money allocated to them by the MGA. Further, the group agrees that it:

1. Expended the funds received only on a purpose that relates to the provision of any of the services listed in clause 19-38(4) *Higher Education Support Act 2003* as outlined in Section 6.16 of the MGA Graduate Student Group Funding Regulations; and
2. Did not use the funds received on a purpose that relates to the provision of any of the services listed in clause 19-38 (1, 2) *Higher Education Support Act 2003*, as outlined in Section 6.15 of the MGA Graduate Student Group Funding Regulations.

Signed for, and on behalf of, the _____ by its authorised representatives:

.....
[insert group name here] Chair (signature) (Print name) date

.....
[insert group name here] Finance Officer (signature) (Print name) date

.....
[insert group name here] Events Officer (signature)(Print name) date

in the presence of:

.....
Witness (signature) (Print name) date