

**SOUTHWESTERN ILLINOIS COLLEGE  
DISTRICT 522  
BOARD POLICY MANUAL**

**POLICY  
STATEMENT**

**POLICY ISSUE** Check Cashing Service

**POLICY CODE** 6006

**DATE ADOPTED** October 16, 1991

**DATE(S) REVIEWED** February 7, 2011

**DATE(S) AMENDED** March 2011

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The following service is provided for faculty, staff and students as part of the Business Office operations:

- A. Faculty and staff have the privilege of cashing personal checks up to a maximum of \$50.00 per day.
- B. Students have the privilege of cashing personal checks up to a maximum of \$5.00 per day during semesters. This service is not provided during semester breaks.