

**The Texas A&M University System
Fiscal Year 2023 Annual Financial Report
Items to Submit to System Offices**



Submit all files to AFR group email afr@tamus.edu

Items Due in September

- September 25th – Intra-system Pass Through Worksheet
- September 25th – Intra-system Due To/From/Transfer Worksheet
- September 28th – SEFA and SPTR Pass Through Certifications

Request FAMIS job YR412, final post, at least one day prior to AFR due date

AFR Workpapers – Submit by AFR Due Date

- Title Page
- SEFA Schedule of Federal Expenditures - **Excel** Download
- SEFA Notes - Printed from web application (Note 4-6 are not applicable)
- SPTR State Grant Pass Through - **Excel** Download (n/a for RF)
- Explanations for AFR Review
- Financial Statement Notes Template
- Tuition Discounting Workpaper (Academics and HSC)
- TPEG Worksheet (Academics and HSC)
- GR Reconciliation (n/a for RF, SSC)
- Cash Flow Workpaper
- FMQuery Interagency/Interfund Report (n/a for RF)
- Completed APS011 and Related Workpapers (n/a for RF, SSC)
- Note 2 from CANSS (Capital Asset and RTU Asset summaries)
- Documentation for capital asset transfers to/from Texas agencies outside TAMUS, including [External Agencies Transfers In and Out](#) template
- Reconciliation of Assets Held for Investment by System Offices
- **Fluctuation Review – Complete in OneStream**
- **Member Review Checklist – Complete in OneStream or submit worksheet**

Certifications

- CANSS Certification (State Comptroller deadline **October 20th**)
- GR Certification (State Comptroller deadline **November 1st**)
- SEFA Final Certification (State Comptroller deadline **November 1st**)