

## HOW TO look up ACCOUNT Codes (FOAPAL)

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The form FTVACCT allows authorized users\* look up a listing of Account Codes currently in use.

\*Authorized User = An individual with Banner access to the Finance module.

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### How to look up a listing of Account Codes currently in use:

More information and listings of account codes and their definitions is available on the [Financial Services website](#).

If you do not have access to the Finance Menu in Minerva or Banner access, contact the Finance Service Desk.

Quick Steps for Minerva:	Quick Steps for Banner:
<ol style="list-style-type: none"><li>1. Log in to <b>Minerva</b>.</li><li>2. Go to the <b>Finance (Fund) Administration menu option</b> Menu.</li><li>3.</li></ol>	

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9. To begin (a) (the) Search, (e) 0 1 1.92