

## Reimbursement Processing Support (RPS)

10.31.2022

- ✓ Deposit Processing
- ✓ Journal Entries - ONL & *back-up to LFO*
- ✓ Student Account Posts/Reversals
- ✓ Reimbursements, Non-Travel & Travel
- ✓ Travel, Booking & Expense Claim Generation

### DEPOSIT PROCESSING

[NAU-DEPOSITS@nau.edu](mailto:NAU-DEPOSITS@nau.edu)

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Coordinator	Yvette Schmelzle	<a href="mailto:Yvette.Schmelzle@nau.edu">Yvette.Schmelzle@nau.edu</a>	928-523-9422
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### GENERAL PROCESSING SUPPORT - ACADEMIC AFFAIRS

[NAU-RPSadmin@nau.edu](mailto:NAU-RPSadmin@nau.edu)

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Specialist	<i>primary</i>	Elizabeth Cole	<a href="mailto:Elizabeth.Cole@nau.edu">Elizabeth.Cole@nau.edu</a>	928-523-3240
Specialist	<i>back-up</i>	Gerry Barela	<a href="mailto:Gerry.Barela@nau.edu">Gerry.Barela@nau.edu</a>	928-523-6064
Manager		Nick Sanchez	<a href="mailto:Nicholas.Sanchez@nau.edu">Nicholas.Sanchez@nau.edu</a>	928-523-9422

### TRAVEL PROCESSING SUPPORT - ACADEMIC AFFAIRS

[NAU-TRAVEL@nau.edu](mailto:NAU-TRAVEL@nau.edu)

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Manager		Melinda Miller	<a href="mailto:Melinda.Miller@nau.edu">Melinda.Miller@nau.edu</a>	928-523-3250
Coordinator	<b>Foreign Trv.</b>	Jamison Douglas	<a href="mailto:Jamison.Douglas@nau.edu">Jamison.Douglas@nau.edu</a>	928-523-9848
Coordinator	<b>Group Trv.</b>	Isabel Mancini	<a href="mailto:Isabel.Mancini@nau.edu">Isabel.Mancini@nau.edu</a>	928-523-5386

### CAL - College of Arts & Letters

Specialist		Rukhshana Karimi	<a href="mailto:Rukhshana.Kaarimi@nau.edu">Rukhshana.Kaarimi@nau.edu</a>	928-523-7056
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### CEFNS - College of Environment, Forestry, and Natural Sciences

Specialist		Tucker Herbert	<a href="mailto:Tucker.Herbert@nau.edu">Tucker.Herbert@nau.edu</a>	928-523-1421
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### CHHS - College of Health & Human Services

Specialist		Kristie Hartnett	<a href="mailto:Kristie.Hartnett@nau.edu">Kristie.Hartnett@nau.edu</a>	928-523-9480
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### CEIAS - College of Engineering, Informatics, and Applied Sciences

Specialist		<b>VACANT</b>		
Coordinator		Isabel Mancini	<a href="mailto:Isabel.Mancini@nau.edu">Isabel.Mancini@nau.edu</a>	928-523-5386

### CIE - Center for International Education

Coordinator		Jamison Douglas	<a href="mailto:Jamison.Douglas@nau.edu">Jamison.Douglas@nau.edu</a>	928-523-9848
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### COE - College of Education

Specialist		<b>VACANT</b>		
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### SBS - College of Social and Behavioral Sciences

Specialist		Rayes Masayestewa	<a href="mailto:Rayes.Masayestewa@nau.edu">Rayes.Masayestewa@nau.edu</a>	928-523-5408
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### FCB/HRM - W.A. Franke College of Business

Specialist		Sabrina Goodner	<a href="mailto:Sabrina.Goodner@nau.edu">Sabrina.Goodner@nau.edu</a>	928-523-4543
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### Provost Office, et. al.\*

Specialist		Sabrina Goodner	<a href="mailto:Sabrina.Goodner@nau.edu">Sabrina.Goodner@nau.edu</a>	928-523-4543
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### Provost Office, et. al.\*

Cline Library	NAU Online	Provost's Office
Graduate College	NAU Yuma	Vice Provost's - <i>all</i>
Honors College		

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Coordinator	Yvette Schmelzle	<a href="mailto:Yvette.Schmelzle@nau.edu">Yvette.Schmelzle@nau.edu</a>	928-523-9422
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### GENERAL PROCESSING SUPPORT - ADMINISTRATIVE CABINETS

[NAU-RPSadmin@nau.edu](mailto:NAU-RPSadmin@nau.edu)

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Specialist	<i>primary</i>	Gerry Barela	<a href="mailto:Gerry.Barela@nau.edu">Gerry.Barela@nau.edu</a>	928-523-6064
Specialist	<i>back-up</i>	Elizabeth Cole	<a href="mailto:Elizabeth.Cole@nau.edu">Elizabeth.Cole@nau.edu</a>	928-523-3240
Manager		Nick Sanchez	<a href="mailto:Nicholas.Sanchez@nau.edu">Nicholas.Sanchez@nau.edu</a>	928-523-9422

### TRAVEL PROCESSING SUPPORT - ADMINISTRATIVE CABINETS

[NAU-TRAVEL@nau.edu](mailto:NAU-TRAVEL@nau.edu)

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Manager		Nick Sanchez	<a href="mailto:Nicholas.Sanchez@nau.edu">Nicholas.Sanchez@nau.edu</a>	928-523-9422
Coordinator	<b>Foreign Trv.</b>	Jamison Douglas	<a href="mailto:Jamison.Douglas@nau.edu">Jamison.Douglas@nau.edu</a>	928-523-9848
Coordinator	<b>Group Trv.</b>	Verlinda Folgheraiter	<a href="mailto:Verlinda.Folgheraiter@nau.edu">Verlinda.Folgheraiter@nau.edu</a>	928-523-9395

### NAU Athletics

Specialist		Cindy Santiago	<a href="mailto:Cindy.Santiago@nau.edu">Cindy.Santiago@nau.edu</a>	928-523-5553
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### Enrollment Management

Specialist		Nickie Hickson	<a href="mailto:Ashlee.Hickson@nau.edu">Ashlee.Hickson@nau.edu</a>	928-523-4306
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### Research

Specialist		Nickie Hickson	<a href="mailto:Ashlee.Hickson@nau.edu">Ashlee.Hickson@nau.edu</a>	928-523-4306
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### Student Affairs

Specialist		Nickie Hickson	<a href="mailto:Ashlee.Hickson@nau.edu">Ashlee.Hickson@nau.edu</a>	928-523-4306
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### University Administration\*

Specialist	<b>VACANT</b>			928-523-3815
Coordinator		Verlinda Folgheraiter	<a href="mailto:Verlinda.Folgheraiter@nau.edu">Verlinda.Folgheraiter@nau.edu</a>	928-523-9395

### University Engagement & Public Affairs\*\*

Specialist		Cindy Santiago	<a href="mailto:Cindy.Santiago@nau.edu">Cindy.Santiago@nau.edu</a>	928-523-5553
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### University Operations\*\*\*

Specialist	<b>VACANT</b>			928-523-3815
Coordinator		Verlinda Folgheraiter	<a href="mailto:Verlinda.Folgheraiter@nau.edu">Verlinda.Folgheraiter@nau.edu</a>	928-523-9395

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### University Administration\*

President's Office  
General Counsel  
Institutional Research & Analysis  
University Events  
Office of Native American Initiatives  
Communications & Media Relations

### Univ. Engagement & Public Affairs\*\*

Advancement & Foundation  
External & Government Affairs  
University Marketing

### University Operations\*\*\*

Finance & Business Services  
CAPCOT  
CPRM  
Human Resources  
Equity & Access  
IT Services