



The Division of Financial Operations  
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## P-Card Changes

### *All schools*

P-Card enrollment and increases will be suspended in [FAMIS](#) from December 30, 2011 until January 5, 2012 because of a change in the contract with the P-Card service provider. If you wish to obtain a P-Card or make changes to an existing P-Card, you may submit an application for processing starting on January 6, 2012.

You don't need to do anything. During the time that enrollment is suspended, all changes that need to be made regarding new POs will be handled centrally.

You will receive an email with the new PO and other relevant P-Card information as soon as the new POs are assigned in early January.

For questions, contact your network procurement or budget liaison.