

## Anti-Money Laundering Policy

### Policy/Procedure

Money laundering is conducting or attempting to conduct a financial transaction knowing that the transaction is designed in whole or in part to conceal or disguise the nature, location, source, ownership, or control of the proceeds of specified unlawful activity. To assist the federal government in detecting, preventing and eradicating criminal and terrorist financing and activity, Dickinson College (the "College") will evaluate all financial transactions and take any necessary steps to comply with applicable anti-money laundering laws and regulations.

All funds received by departments should be deposited with the Cashier's Office on a daily basis in accordance with the College's *Cash Receipts Policy*. Concerns regarding transactions that are unusually large or that appear suspicious and questions regarding money laundering in general should be directed to Financial Operations.

A single cash receipt (not checks) in an amount of \$10,000 or more must be reported to the federal government using IRS Form 8300, *Report of Cash Payments Over \$10,000 Received in a Trade or Business*. Please contact Financial Operations if Form 8300 reporting applies.

### Related Information

Cash Receipts

### History/Revision Information

**Responsible Office/Division:** Financial Operations

**Effective Date:**

**Last Amended Date:** October 2012

**Next Review Date:** June 2015

**Also Found In:**