

From: [Prisecar, Ludmila](#)
To: [Engel, Karen](#)
Subject: FW: Audit request - CAN Cashier deposits
Date: Tuesday, July 29, 2025 11:13:47 AM
Attachments: [scan.pdf](#)
[image001.png](#)
[image002.png](#)
[scan.pdf](#)

Page 15, evidence.

From: Enciso, Hugo <encisoh@smccd.edu>
Sent: Wednesday, May 28, 2025 4:30 PM
To: Saechao, Nai <saechaon@smccd.edu>; Pena, Mario A. <penama@smccd.edu>; Soler, Ryan <solerr@smccd.edu>
Cc: Prisecar, Ludmila <prisecarl@smccd.edu>
Subject: RE: Audit request - CAN Cashier deposits

Hello Nai,

Please find the attached files copies of the deposit for the amounts and dates requested.

Thank you,
Hugo

From: Saechao, Nai <saechaon@smccd.edu>
Sent: Wednesday, May 28, 2025 3:07 PM
To: Pena, Mario A. <penama@smccd.edu>; Soler, Ryan <solerr@smccd.edu>; Enciso, Hugo <encisoh@smccd.edu>
Cc: Prisecar, Ludmila <prisecarl@smccd.edu>
Subject: RE: Audit request - CAN Cashier deposits

Hi all,

The auditors came back requesting additional documents. Since campus does not have a check deposit slip, please provide copies of checks for the following day:

08/05/25 – Solerr \$981

09/05/24 – Penama - \$1,782.82

CASHIER DEPOSIT REPORT

LOCATION: CANADA COLLEGE CASHIER OFFICE # 9113

PREPARATION DATE: 8/6/2024

PREPARED BY: Penama

APPROVED BY: Penama

Recap By Cashier			Credit Card			Checks and Cash			Grand Total
Session Date	Banner Session#	Cashier	Credit Card Charges	Credit Card Refunds	Total	Checks	Cash	Total	
Student Fees Income									
08/05/24	319	Solerr	\$ 351.00	\$ (138.00)	\$ 213.00	\$ 981.00	96.00	\$ 1,077.00	\$ 1,290.00
08/05/24	4176	Corrales	92.00		92.00			-	92.00
08/05/24	5087	Penama	380.00		380.00	2,010.00	17.00	2,027.00	2,407.00

LOCATION: CANADA COLLEGE CASHIER OFFICE # 9113

PREPARATION DATE: 9/5/2024

PREPARED BY: Rachel Corrales

APPROVED BY: Rachel Corrales

Recap By Cashier			Credit Card			Checks and Cash			Grand Total
Session Date	Banner Session#	Cashier	Credit Card Charges	Credit Card Refunds	Total	Checks	Cash	Total	
Student Fees Income									
09/05/24	5108	PENAMA			\$ -	1,782.82		\$ 1,782.82	\$ 1,782.82
09/05/24	2238	ENCISOH	48.00		48.00	9,100.50	34.00	9,134.50	9,182.50

Please send it to me by EOD tomorrow.

Thank you, Nai

From: Pena, Mario A. <penama@smccd.edu>

Sent: Friday, May 9, 2025 8:29 AM

To: Saechao, Nai <saechaon@smccd.edu>

Cc: Soler, Ryan <solerr@smccd.edu>; Enciso, Hugo <encisoh@smccd.edu>; Prisecar, Ludmila <prisecarl@smccd.edu>

Subject: RE: Audit request - CAN Cashier deposits

Good morning Nai,

Attached are some pictures of the unreadable deposit slip, please let me know if these work. We now have better deposit slips provided by The District once we let Nettie know of this issue.

We currently do not use deposit tickets for check deposits, as these are deposited remotely to US bank via the Panini Vision X machine provided by the district.

Best,
Mario

From: Saechao, Nai <saechaon@smccd.edu>

Sent: Thursday, May 8, 2025 3:25 PM

To: Pena, Mario A. <penama@smccd.edu>

Cc: Soler, Ryan <solerr@smccd.edu>; Enciso, Hugo <encisoh@smccd.edu>; Prisecar, Ludmila <prisecarl@smccd.edu>

Subject: RE: Audit request - CAN Cashier deposits

Hi Mario,

The auditors came back with questions on a few selections from Cañada and I've attached the backup in question.

Please provide the following:

#2. Missing deposit ticket support for check amount \$2,010.

#3. Missing deposit ticket support for check amount \$9,100.50

#4. The deposit ticket date is unreadable. Can you please rescan the docs?

Thank you,

Nai

From: Pena, Mario A. <penama@smccd.edu>

Sent: Thursday, April 24, 2025 10:15 AM

To: Saechao, Nai <saechaon@smccd.edu>

Cc: Soler, Ryan <solerr@smccd.edu>; Enciso, Hugo <encisoh@smccd.edu>; Prisecar, Ludmila <prisecarl@smccd.edu>

Subject: FW: Audit request - CAN Cashier deposits

Hello Nai,

Attached you will find the requested summaries and the back up for each one, please let us know if you have any further questions.

Thanks Ryan for working on this for the audit.

Best,

Mario

From: Saechao, Nai <saechaon@smccd.edu>

Sent: Tuesday, April 22, 2025 2:37 PM

To: Pena, Mario A. <penama@smccd.edu>

Subject: Audit request - CAN Cashier deposits

Hi Mario,

I hope this email finds you well. The auditors made a selection of deposits from the Cashiers Office

(attached). Please provide support such as check stub, cash count form, check/cash receipt. And deposit slip and deposit summary. Attached is also a sample provided last year.

This is due by EOD this Friday. Let me know if you have questions.

Thank you,

Nai