



**SAN JOSÉ STATE
UNIVERSITY**

College of
Applied Sciences and Arts

Department of Justice Studies

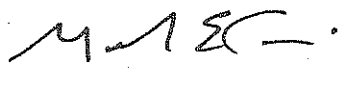
- *Center for Justice Research,
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- *Forensic Science Program*

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February 21, 2013

To: Charlie Bullock, Ph.D.
Dean, CASA

From: Mark E. Correia, Ph.D. 
Chair, Justice Studies

Following your email and our subsequent conversations regarding off campus accounts, I have closed the account held by our Department.

In going through statements, I am embarrassed to say there were some inadvertent personal charges, which I have reimbursed. I have attached a copy of the deposit slip for verification.

Since our financial analyst is no longer with us, we do not have someone in place to help us with fiscal matters, is it possible for the Dean's Office to assist us in making the deposit into the appropriate account? We are currently waiting for our account number for our Trust Fund Account and I can forward this once it is received.

I have attached the deposit slip for the inadvertent charges, a cashier's check for the remaining balance, and paperwork showing the account has been closed.

Please let me know if you have any questions.