

All line items have been rejected?

Problem

After submitting a requisition I receive an email stating that all line items have been rejected

Solution

The most common reason for all line items to be rejected is because of the Banner Budget Authorization step in the approval process

1. Go into the Requisition from the email
2. Click on the PR Approvals tab
3. If the rejection is on the **Banner Budget Authorization** step, that means that the submitter does not have posting access to the fund used
4. A **Banner Account Options Form** can be used to request fund access from the Banner Finance Security team
5. Be sure select **Banner Finance** and not YoMart for the **Type of Access**

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