

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1627678

Vendor Name: Illinois Aviation Academy

Check Details:

Check Number: E0108056

Check Amount: \$ 100,473.04

Check Date: 6/12/2025

Invoice Details:

Invoice Number: 205447

Invoice Date: 2/25/2025

PO Number: P0018044

Voucher Number: V0888561

Document Type: AP Invoice

Document Below

Illinois Aviation Academy, LLC

West Chicago, IL 60185

Invoice

Date	Invoice #
2/25/2025	205447

Bill To
College of DuPage

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Aviation 1210 Private Pilot Flight Instruction	19,099.50	19,099.50
-2	COD Aviation 1220 Instrument Pilot Flight Instruction	16,436.70	-32,873.40
0	2025SP Aviation 2210-750	16,051.35	0.00
4	COD Aviat 2220 - Commercial Flight 2	13,947.35	55,789.40
0	COD Aviation Multi Engine	9,991.80	0.00
3	COD CFI	15,000.00	45,000.00
	Aviation 1210 Private Pilot Flight Instruction	13,457.54	13,457.54
	Blanket invoice B0002244		
	Sales Tax for the State of Illinois	8.50%	0.00
	P0018044		
		Total	\$100,473.04

Barrios, Isabel

From: Brady, Scott
Sent: Thursday, June 12, 2025 9:38 AM
To: Greenbusch, Heather; Barrios, Isabel
Cc: Refakes, Eugene; Virgilio, David
Subject: Re: Spring 2025 COD.pdf

Follow Up Flag: Follow up
Flag Status: Completed

We should pay this invoice as soon as we can assuming it has all the correct approvals etc.. thanks
Scott

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From: Greenbusch, Heather <greenbuschh@cod.edu>
Sent: Thursday, June 12, 2025 8:53:26 AM
To: Barrios, Isabel <barriosi142@cod.edu>
Cc: Refakes, Eugene <refakese@cod.edu>; Brady, Scott <bradys310@cod.edu>; Virgilio, David <virgiliod@cod.edu>
Subject: FW: Spring 2025 COD.pdf

Hi Isabel,

Per the phone call with Eugene that you were part of, could you please look into this and advise? See the email chain below for context.

This is for P0018044 for Illinois Aviation Academy

Thank you,

Heather Greenbusch
Administrative Assistant to the
Chief Financial Officer and Treasurer
425 Fawell Blvd. | SRC 2130 | Glen Ellyn, IL 60137-6599
Direct 630.942.2234 | Fax 630.942.2297
greenbuschh@cod.edu

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From: Ryan, Julie <ryanj864@cod.edu>
Sent: Thursday, June 12, 2025 8:44 AM

To: Greenbusch, Heather <greenbuschh@cod.edu>

Subject: FW: Spring 2025 COD.pdf

Hi Heather,

I see Scott is out of office. I'm not sure you know the story on the invoice referenced below but Scott and David have been assisting us with quickly pushing through a 100k invoice to Illinois Aviation Academy, so we are able to run summer program.

Could you alert the team it should be ready to go for payment?

Julie D Ryan

Executive Assistant to Joe Cassidy,
Associate VP, Workforce and Economic Development
Dean, Continuing Education and Public Services
630.942.3434



College of DuPage

From: Ryan, Julie

Sent: Thursday, June 12, 2025 8:37 AM

To: Brady, Scott <bradys310@cod.edu>; Virgilio, David <virgiliod@cod.edu>

Cc: Cassidy, Joe <cassidyj1180@cod.edu>; Genc, Tim <genct@cod.edu>; Towne, Jordan <townej@cod.edu>

Subject: FW: Spring 2025 COD.pdf

Hi Scott and David,

The IAA Aviation invoice should be ready to payment. Forwarding, just in case this needs a push.

Julie D Ryan

Executive Assistant to Joe Cassidy,
Associate VP, Workforce and Economic Development
Dean, Continuing Education and Public Services
630.942.3434



College of DuPage

From: Towne, Jordan <townej@cod.edu>

Sent: Wednesday, June 11, 2025 4:58 PM

To: Cassidy, Joe <cassidyj1180@cod.edu>

Cc: Genc, Tim <genct@cod.edu>; Ryan, Julie <ryanj864@cod.edu>

Subject: RE: Spring 2025 COD.pdf

Hi Joe,

The PO was just approved by Purchasing, and it is complete. I just submitted the invoice to AP with the after the fact PO number. The invoice has to be entered into the system by AP, and then we will be asked to approve it. I'm not sure if Scott and Dave were going to push it through on the AP side as well.

Thank you,

Jordan Towne
Program Support Specialist
Public Services
Aviation, Fire Science & EMS
College of DuPage

425 Fawell Blvd. | TEC 1016B | Glen Ellyn, IL 60137-6599 | USA
Phone 630.942.3894 | townej@cod.edu

From: Cassidy, Joe <cassidyj1180@cod.edu>
Sent: Wednesday, June 11, 2025 4:53 PM
To: Towne, Jordan <townej@cod.edu>
Cc: Genc, Tim <genct@cod.edu>; Ryan, Julie <ryanj864@cod.edu>
Subject: RE: Spring 2025 COD.pdf

Jordan,

Does this mean it is moving forward in esm purchase?

I addressed this with Ellen and President yesterday.

Ellen promised to connect with Kevin and get it moving.

Thank you,
Joe

Joseph Cassidy, MBA, EdD
Assistant Provost, Workforce and Economic Development
College of DuPage

Continuing Education and Public Services

*ABE/HSE/ELA | Adult Enrichment | Aviation | Business Solutions | Fire Science and EMT | Innovation DuPage
Homeland Security Training Institute | Suburban Law Enforcement Academy | Youth Academy*

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(630) 942-2316 | cassidyj1180@cod.edu | cod.edu/conted
425 Fawell Blvd. | SRC 1111 | Glen Ellyn, IL 60137
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From: Towne, Jordan <townej@cod.edu>
Sent: Wednesday, June 11, 2025 4:51 PM
To: Invoicing <invoicing@cod.edu>
Cc: Cassidy, Joe <cassidyj1180@cod.edu>; Genc, Tim <genct@cod.edu>; Ryan, Julie <ryanj864@cod.edu>
Subject: Spring 2025 COD.pdf

Hello,

Please see the attached invoice. This is for P0018044 for Illinois Aviation Academy.

Thank you,

Jordan Towne
Program Support Specialist
Public Services
Aviation, Fire Science & EMS
College of DuPage
425 Fawell Blvd. | TEC 1016B| Glen Ellyn, IL 60137-6599 | USA
Phone 630.942.3894 | townej@cod.edu