ACCOUNT CODES QUICK REFERENCE GUIDE

TRAVEL CODES

Traveler – Employee
640000 – Travel Employee (Budget)
641170 – Travel – Employee Parking
641160 – Travel – Employee – Rental Car
641150 – Travel – Employee Miscellaneous
641140 – Travel – Employee Lodging
641130 – Travel – Employee – Meals
641120 – Travel – Employee – Air Travel
641110 – Travel – Employee – Ground
641100 – Travel – Employee – Excl. mileage
641210 – Intl Travel – Employee – Ground
641220 – Intl Travel – Employee – Air
641230 – Intl Travel – Employee – Meals
641240 – Intl Travel – Employee - Lodging
641250 – Intl Travel – Employee – Misc.
641260 – Intl Travel – Employee – Rental Car
641270 - Intl Travel – Employee – Parking
641290 – Intl Travel – Employee VISAPASS

Traveler – Non-Employee
651510 – Travel – Non-Employee – Mileage
651100 – Travel – Non-Employee/Team

SUPPLIES AND EXPENSE CODES

714100 – Supplies & Materials
714101 – S&M – Office Supplies
714102 – S&M – Instructional/Lab supplies
714103 – S&M – Paper
714104 – S&M – Copier Supplies
714105 – S&M – Copier Overages
714110 – S&M – Postage
714111 – S&M – Shipping/Handling/Freight
714112 – S&M – Licenses (Non-Software)
714113 – S&M – Books/E-Books
714114 – S&M – IT Related
714116 – S&M – Entertainment/Unallowable
714128 – S&M – Keys & Supplies
715000 – Repairs & Maintenance (Bud)
715100 – Repairs & Maintenance
727115 – Tests & Analysis
727110 – Other operating Exp. – Registration
727111 – Other Exp. - Conferences
727130 – Other Operating Exp. - Memberships
727120 – Other Operating Exp. - Subscriptions
727112 – Relocation Exp. – Non-Taxable
727200 – Advertising
727225 – Advertising – Employee Recruit
727275 – Advertising – Promotional Item
727700 – Employee Group Meals (Bud)
727710 – Group Meals – Employees
727720 – Group Meals – Non-Employees
727730 – Group Meals – Students
742000 – Pub & Printing (Bud)
742100 – Publications and Printing
743000 – Equip/Furniture – Small Value
744000 – Information Tech Equip (Bud)
744100 – IT Equip Non-Inventory
744200 - IT Equip Inventory

751000 – Per Diem & Fees (Bud)
751108 – Honorariums/speakers

752000 – Per Diem-Reimbursement &Direct (Bud)
752100 – Reimbursable Expense

771000 – Telecommunications (Budget)
771300 – Telecommunications – Cellular

PERSONAL SERVICES CODES
500000 – Personal Services Expense
522000 – Salaries – Staff (Bud)
522100 – Salaries – Staff
524100 – Salaries - Student Assistants
565100 – Relocation Assistance (Taxable)

EQUIPMENT CODES
843100 – Equipment Purchases – Inventory
843130 – Equipment Purchases - Computer
843140 – Equipment Purchases – Other
843141 – Equipment Purchases - Inventory
843300 – Computer Purchases
843320 – Computer Hardware – Inventory
843390 – Other IT Purchases