

## LIST OF OBJECT CODES August, 2024

<u>Object</u>	<u>Code number and description</u>	<u>Type of expenses to be charged</u>
4XXXX	Revenue Codes	Revenue codes should be requested from the Business Office on a case-by-case basis. We have specific revenue codes for most revenue sources.
54210	Supplies & Material	Supplies needed for your office needs/Staples purchases
54211	Instructional Supplies	Instruction manuals, Books, etc. purchased for instructional purposes
54255	Lab Supplies	Supplies required for laboratory activities: chemicals, devices, etc.
54261	Equipment Repair	Repairs performed on your department's equipment not under maint. contract
58110	Equipment & Furniture	Equipment and furniture that your department will require
53800	Maintenance Contracts	Agreements with outside providers for maintenance of equipment
58150	Leased Equipment	Charges from outside providers for leased equipment
54410	Subscription/Publications	Periodicals, pamphlets, etc.
53700	Publicity & Advertising	All related expenses, including design & publication charges
59100	Assoc Dues/Memberships	Professional Organizations, Athletic conferences, etc.
54233	Federal Express	FedEx charges, etc.
54231	US Postage – Regular	Mail room charges
54232	US Postage – Mass Mailing	Bulk mailing, etc.
58612	Software	Software purchases and all licenses such as Adobe
58613	Hardware	Laptops, CPU's, tables and other IT expenses
58614	IT Expenses Other	Technology expenses such as adapters, data drops, etc.
54501	Hospitality/Entertainment	Campus wide appreciation events, donor solicitation, alumni events, etc.
54555	Prizes Gifts and Awards	Gifts and prizes awarded to staff and students
53410	Professional Services	Individuals/Companies providing professional services like consultants
54501	Hospitality/Entertainment	Campus wide appreciation events, donor solicitation, alumni events, etc.
54815	Staff Prof Development	Professional development such as training, etc.
54245	Faculty Development	Professional development such as training, etc.
55185	Meetings & Registration	Conference and/or seminar registration, other costs of attendance
55151	Staff Travel – Domestic	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55175	Staff Travel – International	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55180	Faculty Travel – Domestic	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55190	Faculty Travel – International	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55152	Team/Group Travel – Domestic	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55153	Team/Group Travel – International	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55115	Student Travel – Domestic	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55176	Student Travel – International	Airfare, rental vehicles, mileage, meals, lodging & other travel expenses
55130	Recruiting Travel Expenses	Expenses incurred while recruiting (Used only by Athletics and Admission)

Some Departments have objects codes unique to them, such as:

- 41227 Box Office Ticket Sales
- 42107 Traffic Fines
- 44002 Oil & Gas Income
- 56140 Student Athletic Insurance
- 57150 Irrigation system
- 53115 Audit Services
- 54215 Grounds Supplies
- 54329 Library Books & Resources