

New Account Codes & Structure

July 1, 2016

Level 1	Level 2	Level 3	Data Entry
Non-labor Expenses			
	Operating Expenses		
		Materials and Supplies	
		7011	Lab Supplies
		7014	Uniforms
		7016	Cleaning Supplies
		7017	Retail Sales Supplies
		7025	Marketing & Promotions
		7028	Office Supplies
		7029	General Materials
		7058	Medical Supplies
		7072	Printing
		7078	Printing Supplies
		7073	Printing Stock
		7081	Postage & Shipping
		7092	Freight
		7095	Hazardous Materials
		Utilities	
		7295	Electricity
		7296	Bottled Gas
		7294	Water & Sewage
		7289	Stormwater Assessment
		7299	Other Utilities
		7292	Fuel Oil
		7297	Natural Gas
		7298	Gasoline & Diesel Fuel
		7288	Waste/Recycling
		Travel	
		7151	Employee travel
		7153	Student travel
		7152	Non-employee travel
		7154	Athletics Team Travel
		7156	Recruiting
		Non-Capital Equipment	
		7231	Hardware (Non Cap)
		7233	Software (Non Cap)
		7249	Other Equipment (Non Cap)
		7241	Furniture (Non Cap)
		7235	Collections/Artwork/Rare books
		Maintenance	
		7257	Maintenance Supplies
		7255	Other Repair & Maint
		7732	Campus Improvements
		7256	Vehicle Repair
		7251	Equipment Repair
		7253	Service Contracts

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		Professional Services & Contracts	
		7101	Professional & Contract Services
		7102	Honoraria
		7103	Legal Services
		7104	Audit Services
		7105	Manager Fees
		7122	Preservation
		7113	Bank Charges
		7107	License Fees
		7115	Sponsorships
		7109	Game Guarantees
		7112	Application Fees
		7032	Professional Dues, Fees & Memberships
		7031	Subscriptions & Non-professional Memberships
		7074	Contract Printing
		7013	Laundry and Linen Services
		7119	Medical Services
		7121	Meeting & Seminar Fees
	Insurance		
		7601	Insurance Premiums
		7629	Insurance Losses
	Entertainment		
		7997	Hospitality, Meals, & Receptions
		7903	Social Activities & Entertainment
		7605	Tickets
		7926	Alcoholic Beverages
	Awards		
		7574	Awards & Prizes
		7057	Non-Cash Awards & Prizes
		7581	Research Participants
	Rentals & Leases		
		7111	Rentals
		7123	Lease
	Purchases for Resale		
		7043	Provisions-Food Services
		7042	Cost of Sales
		7047	Cost of Sales - ABC Purchases
		7088	Cost of Sales - Bulk Mail
		7086	Cost of Sales - Business Reply Mail
		7084	Cost of Sales - Post Office
		7085	Cost of Sales - Metered Mail
	Telecommunications		
		7191	Telephone Base
		7193	Telephone Tolls
		7194	Telephone Long Distance
		7195	Telephone Line Lead
		7196	Cable TV Service
		7198	Cellular Telephones

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		Library Collections	
		7311	Books
		7314	Serials
		7318	Scores
		7317	Audio CDs
		7332	Film
		7334	Performance Rights
		7331	Streaming
		7353	Serials - Supplementals
		7343	Continuations
		7354	Digital Collections
		7362	Research Databases
		7355	Copyright
		7369	Bibliographic Services
		7361	Interlibrary Loan
Financial Aid			
	Scholarships		
		7551	Scholarships
	Loans		
		7557	Fed Unsubsidized Direct Loan
		7556	Fed Subsidized Direct Loan
		7559	Fed Grad Plus Direct Loan
		7558	Fed Plus Direct Loan
		7561	Other Loan
	Other Financial Aid		
		7547	OIE Travel Allowances
		7579	Student Fellowships
		7572	Grants-in-Aid
		7577	Summer Stipend
		7554	Scholarships - Other
Indirect Expenses			
	Federal Indirect Charges		
	Other Indirect Charges		
		7606	Grants Indirect Costs

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	Capital		
		Equipment	
		7211	Hardware (Cap)
		7213	Software (Cap)
		7221	Telecommunications Equipment (Cap)
		7222	Vehicles (Cap)
		7226	Furniture (Cap)
		7229	Other Equipment (Cap)
		Building Costs	
		7717	Construction Costs
		7733	Landscaping/Site Improvements
		7738	Capitalized Interest
		7731	Architectural, Engineering & Consulting Fees
		7734	Demolition
		Acquisition Costs	
		7705	Land Acquisition
		7706	Building Acquisition
	Interdepartmental Charges		7800-7899 NO CHANGES
	Other Expenses		
		Taxes	
		7602	Taxes
		7603	Admissions Taxes
		7612	Loan Reduction Fund
		Depreciation	
		7901	Depreciation
		Budget Use Only	
		7902	Discretionary Expenses
		7905	Contingency
		7921	Restr Support-Balance
		Controller Use Only	
		7608	Prov Doubtful Accounts
		7613	Interest Expense
		7617	Administrative Overhead
		7999	Expense Advance
		7611	Credit Card Discount
		7169	Travel Advance