Common Budget Transfer Account Numbers for End-Users

The following numbers are the most common account numbers for end-users to apply when entering budget transfers. The Budget Office maintains the budgets in 610111 Unclassified Position, 610210 Classified Positions, and 610411 Terminal Pay. For Indexes that begin with “1,” the Budget Office also manages the budgets involving fringe (any account number starting with “62”). “6” accounts are for personnel expenses and typically budgets occur in the six-digit account. “7” accounts are for operating expenses and typically budgets occur in the five-digit pool account.

Single Accounts

*Budget occurs in the same account as the expense*

- 610211 Temporary Positions, 610112 Chair and Director Stipends, 610412 Overtime, 610414 Other Earnings
- 610113 Dual Employment – Non-Concurrent, 610114 Dual Employment – Concurrent
- 610129 Adjunct Fall, 610130 Adjunct Spring

Budget Only Single Accounts

- 610133 Faculty Salary Adjustment
- 610134 Faculty Lapsed Salary
- 610233 Staff Salary Adjustment

Pool Accounts

*Budget occurs in the five-digit pool account, and expense occurs in the six-digit account*

- 61030 Student Employment – Contains the budget for 610320 Non-Work Study, & 610310 Federal Work-Study
- 61033 Assistantships – Contains the budgets for 610332 Research Assistantships, 610333 Graduate Assistantships, & 610331 Teaching Assistantships. Assistantship budgets may also occur in the six-digits account, depending on time of establishment.
- 71010 Contractual Services – Contains the budget for every account beginning with “71”
- 72010 Supplies - Contains the budget for every account beginning with “72”
- 73010 Travel - Contains the budget for every account beginning with “73”
- 74010 Fixed Charges - Contains the budget for every account beginning with “74”
- 77010 Equipment-Capitalizable - Contains the budget for every account beginning with “77”

*Exceptions – 720183 Postage and 720187 Educational Supplies may contain budgets available for budget transfers*

Questions? Budget@cofc.edu