

SPEND CATEGORY	LEGACY OBJECT CODE
Travel - Meals - Single Day (SC0211)	2121 <u>Single Day Travel Meal Reimbursement</u> : Single day meal expenses reimbursed to employees.
Travel - Mileage (SC0213)	2141 <u>Mileage Expense</u> : Mileage reimbursed to employees for use of their personal vehicle; used for BOTH in-state and out-of-state travel.
Travel - Mileage - Relocation (SC0218)	2811 <u>Mileage – Athletic Administration</u> – Mileage reimbursement for Athletic Administration travel (conferences, etc.).
	2821 <u>Mileage – Athletic Recruiting</u> – Mileage reimbursement for Athletic Recruiting travel.
	2831 <u>Mileage – Athletic Prospect</u> – Mileage reimbursement for Athletic Prospect travel.
	2841 <u>Mileage – Athletic Teams</u> – Mileage reimbursement for Athletic Teams travel.
Travel - Vehicle Rental (SC0220)	2400 <u>Rentals and Leases of Automobiles and Trucks for Travel</u> : Commercial rentals and leases of automobiles and trucks used by employees for travel within the 50 United States, District of Columbia, Puerto Rico, and the Virgin Islands. Includes fuel, oil, insurance and other necessary expenses.
Travel - Boat Rental (SC0222)	
Travel - Fuel - Rental Vehicle (SC0206)	
Travel - Fuel - University Vehicle (SC0205)	
Travel - Fuel - Personal Vehicle (SC0204)	2410 <u>Rentals and Leases of Automobiles, Trucks and Boats for Foreign Travel</u> : Commercial rentals and leases of automobiles, trucks, and boats used by employees for travel outside of the 50 United States, District of Columbia, Puerto Rico, and the Virgin Islands. Includes fuel, oil, insurance and other necessary expenses.
Travel - Vehicle Rental Insurance (SC0221)	
Employee Car Allowance (SC0001)	2530 <u>Employee Car Allowance</u> : Foundation approved car allowance for University business use only.

SPEND CATEGORY	LEGACY OBJECT CODE
Travel - Charter Bus Rental (SC0223)	2845 <u>In-State Travel – Athletic Teams – Transportation Charters</u> : Charter of busses and aircraft for in-state team travel.
	2860 <u>In-State Travel – Recruitment Charters</u> : Charter of transportation for in-state recruiting purposes.
	2861 <u>In-State Travel – Athletic Administration – Transportation Charters</u> : Charter of busses and aircraft for in-state administrative travel.
	2945 <u>Out-of-State Travel – Athletic Teams – Transportation Charters</u> : Charter of busses and aircraft for out-of-state team travel.
	2960 <u>Out-of-State Travel – Recruitment Charters</u> : Charter of transportation for out-of-state recruiting purposes.
	2961 <u>Out-of-State Travel – Athletic Administration – Transportation Charters</u> : Charter of busses and aircraft for out-of-state administrative travel.
Travel - Miscellaneous (SC0382)	2799 <u>Agent Fee</u> : Agent fee charged on CBA account.

SPEND CATEGORY	LEGACY OBJECT CODE
Travel - Airfare (SC0192)	2120 <u>In-State Travel - Administrative</u> : Travel expenses incurred by employees for travel within Louisiana for administrative purposes. (<u>Not</u> to include conference and convention expenses--use object 2140.)
Travel - Baggage Fees (SC0197)	
Travel - Bus/Trolley/Subway (SC0193)	
Travel - Communication Expenses (SC0196)	2140 <u>In-State Travel - Conferences and Conventions</u> : Travel expenses incurred by employees for travel within Louisiana to attend conferences, seminars, conventions, schools, training courses, etc.
Travel - Laundry Services (SC0203)	
Travel - Lodging (SC0207)	
Travel - Meals - Conference (SC0209)	2160 <u>In-State Travel - Field</u> : Travel expenses incurred by employees for routine travel or fieldwork within Louisiana. (Note that object 2120 should be used for in-state administrative travel, and that object 2140 is to be used for in-state travel to conferences and conventions.)
Travel - Meals - Per Diem (SC0210)	
Travel - Meals - Special (SC0212)	
Travel - Parking (SC0219)	2170 <u>Travel - Interviewees</u> : Travel expenses incurred by individuals being interviewed by the University; used for interviewees coming from BOTH in-state and out-of-state.
Travel - Passport Fees (SC0198)	
Travel - Registration Fees (SC0200)	
Travel - Shuttle and Taxi (SC0195)	2179 <u>Travel - Interviewees - Student</u> : Travel expenses incurred by superior students being interviewed by the University; used for interviewees coming from BOTH in-state and out-of-state.
Travel - Tips (SC0202)	
Travel - Train (SC0194)	2180 <u>In-State Travel - Board Members</u> : Travel expenses incurred by Board Members for travel within Louisiana; but <u>not</u> including per diem payments.
Travel - Visa Fees (SC0199)	
Travel - Miscellaneous (SC0382)	2220 <u>Out-of-State Travel - Administrative</u> : Travel expenses incurred by employees for travel outside of Louisiana for administrative purposes. (<u>Not</u> to include conference and convention expenses--use object 2240.)
	2240 <u>Out-of-State Travel - Conferences and Conventions</u> : Travel expenses incurred by employees for travel outside of Louisiana to attend conferences, seminars, conventions, schools, training courses, etc.

SPEND CATEGORY	LEGACY OBJECT CODE
	<p>2260 <u>Out-of-State Travel - Field</u>: Travel expenses incurred by employees for routine travel or fieldwork outside of Louisiana. (Note that object 2220 should be used for out-of-state administrative travel, and that object 2240 is to be used for out-of-state travel to conferences and conventions.)</p>
	<p>2320 <u>Foreign Travel</u>: All expenses incurred for travel outside the 50 United States, District of Columbia, Puerto Rico, and the Virgin Islands.</p>
	<p>2321 <u>Foreign Travel – Athletic Recruiting</u>: All expenses incurred for travel outside the 50 United States, District of Columbia, Puerto Rico, and the Virgin Islands for Athletic recruiting.</p>
	<p>2800 <u>Athletic Holiday Meals/Lodging</u>: Meal and lodging expenses for athletes required to be in Baton Rouge for practice during University holidays when school facilities are closed.</p>
	<p>2810 <u>In-State Travel - Athletic Administration</u>: In-state travel expenses incurred by Athletic Department Administrators; includes lodging, meals, airfare, registration fees, coaches packets, etc.</p>
	<p>2820 <u>In-State Travel – Athletic Recruiting</u>: In-state staff travel expenses incurred by Athletic Department personnel for the purpose of recruiting; includes lodging, meals, airfare, registration fees, coaches packets, etc.</p>
	<p>2830 <u>In-State Travel – Athletic Prospect</u>: In-state travel expenses incurred by prospect athletes who are visiting the University.</p>
	<p>2840 <u>In-State-Travel - Athletic Teams</u>: In-state travel expenses, excluding charter transportation (see object code 2845), incurred by Athletic Teams in competition status; includes non-charter commercial airfare, lodging, meals, snacks, entry fees, incidentals, etc.</p>
	<p>2910 <u>Out-of-State Travel - Athletic Administration</u>: Out-of-state travel expenses incurred by Athletic Department Administrators; includes lodging, meals, airfare, registration fees, coaches' packets, etc.</p>

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	2920 <u>Out-of-State Travel – Athletic Recruiting</u> : Out-of-state staff travel expenses incurred by Athletic Department personnel for the purpose of recruiting; includes lodging, meals, airfare, registration fees, coaches packets, etc.
	2930 <u>Out-of-State Travel – Athletic Prospect</u> : Out-of-state travel expenses incurred by prospect athletes who are visiting the University.
	2940 <u>Out-of-State-Travel - Athletic Teams</u> : Out-of-state travel expenses, excluding charter transportation (see object code 2945), incurred by Athletic Teams in competition status; includes non-charter commercial airfare, lodging, meals, snacks, entry fees, incidentals, etc.