SPEND CATEGORY GUIDE			11/25/2019
If there is not a code listed here that applies to the expense being processed, please contact a Financial Assis			
Category	Workday Spend Category Name	Workday Spend Category	Workday Description
DUES & FEES			
	DUES AND MEMBERSHIPS	SC275	Dues and membership fees paid to educational, business and athletic associations or societies.
	LICENSE FEES	SC271	Payments to the State of CT and other governmental units to cover professional license fees for doctors, architects, engineers, etc. Also the registration/sitting fee for exam required as part of the professional licensure process.
	SEVIS AND USCIS FEES	SC272	To Segregate accounting for payments of SEVIS (Student and Exchange Visitor Information System) fees in behalf of students and visiting scholars seeking J-1 or F-1 visas. And students and visiting scholars to the us citizenship and immigration services (premium processing, visa, etc.)
	TRAINING AND DEVELOPMENT	SC229	Training and development services [NOT provided by the Learning Center and/or other University units]
FURNITURE/EQUIPMENT	Workday Spend Category Name	Workday Spend Category	Workday Description
<u>Furniture</u>			Contact Building Services
Computers			Contact IT
General Equipment Rental	RENTAL OF EQUIPMENT	SC262	Rental Charges for equipment rental
MATERIALS & SUPPLIES	Workday Spend Category Name	Workday Spend Category	Workday Description
	PERIODICALS & BOOKS	SC139	Subscriptions or purchases of newspapers, journals, magazines, books and other publications (including
			electronic format) which will not be incorporated into the University Library.
	FILM, SLIDES, TAPES & RECORDINGS	SC140	Films, slides, tapes, recordings and materials and supplies for developing these items, which are not to be incorporated into the University Library.
	SUPPLIES - OTHER	SC178	Charges for supply costs not easily classified in any other expenditure type used for supply cost expenses.
	OFFICE SUPPLIES	SC498	Cost of basic office and similar supplies. Provides the ability to perform central evaluation of supply contracts.
	POSTAGE	SC179	Payments for stamps, metered postage and rental of postage meters and post office boxes.
SERVICE EXPENSES	Workday Spend Category Name	Workday Spend Category	Workday Description
	PRINTING, COPY AND DESIGN EXPENSE	SC198	Charges for printing, graphic design and photocopying services, including preproduction (e.g., typesetting) and finishing services (e.g., cutting, collating and binding).
	COPYRIGHT AND SIMILAR FEES EXPENSE	SC208	Fees for use of copyrighted materials, permissions and similar expenses (e.g. musical scores, drama/theater royalties to publishing house agents)
	FREIGHT SHIPPING AND DELIVERY	SC204	Freight charges including FEDEX and other delivery services, armored car and courier services
	HONORARIA	SC218	Payments to guest speakers (excludes payments for travel and related expenses)
	HUMAN RESEARCH PAYMENTS	SC226	Payments made to human subjects involved in research studies (do not split based on privileged/not privileged list information)
	SERVICES - OTHER	SC206	Charges for service costs not easily classified in any other expenditure type used for specific service expenses.
	PROGRAM EVENT FEE SERVICES	SC215	Bundled cost associated with holding special programs or events such as equipment and furniture rental, labor cost for staging the event, etc.
	RECYCLING AND SHREDDING	SC213	Costs associated with recycling, shredding and similar expenses.
	PROFESSIONAL SERVICES - SOFTWARE	SC231	Payments for software consultations, installation, upgrade and maintenance.
	PROFESSIONAL SERVICES - MGT CONSULTING	SC230	Fees for consulting services provided to the University.
	DATA EDITING, TRANSLATION, AND ANALYSIS	SC238	Fees for data management, data sets, and analysis. (e.g. translation services, biostatistician services, research services, on-line surveys, grant writing, etc.)
	PROFESSIONAL SERVICES - OTHER	SC236	Payments to individuals or companies providing a service who are not employees of Yale; includes fees for
	PROFESSIONAL SERVICES - MUSICAL	SC235	Payments to professional musicians, singers, and persons or groups tasked with providing music.

Sipend or Fellowship - Other Sipend or Fellowship - Degree Candidate (Current Students) Sipend or Fellowship - Degree Candidate (Current Students) Current Students) Workday spend Category Name (Current Students) Group Meals and Food (Not Trave Meals) SCR34 Group meals (business meals) and food other than travel meals, strchen and breakroom supplies (SCR04) ENTERTAINMENT AND ALCOHOL, MCLUDES INTL SCR36	STUDENT / POST DOC AID	Workday Spend Category Name	Workday Spend	Workday Description
Postdactoral Affairs). See tax website for additional details; includes but not limited to tuition at Yale or other institutions, living or travel expenses, etc.  Sipend or Fellowship-Degree Candidates (Current Students)  Current Students)  Worlday Spend Category Name  Current Students)  Group Meals and Food (Nor Travel Meals)  Cottes or SCAM  Group Meals and Food (Nor Travel Meals)  SCSM  Group Meals and Food (Nor Travel Meals)  Cottes or SCAM  Group Meals and Food (Nor Travel Meals)  Cottes or SCAM  Group Meals and Food (Nor Travel Meals)  Cottes or SCAM  Group Meals (business meals) and food other than travel meals, kitchen and breakroom supplies  Cottes or SCAM  Group meals (business meals) and food other than travel meals, kitchen and breakroom supplies  Cottes or SCAM  Cottes or SC				
Signed or Fellowship-Degree Candidate  Signed or Fellowship-Degree Candidate  (Current Students)  Signed or Fellowship-Degree Candidate  (Current Students)  Son77  Supposed Septembors paid to degree candidates (undegrad, graduate, professional school, doctoral candidates). See tax website for additional details; includes but not limited to truition at Yale or other institutions, king or travel expenses, etc.  Workday Spend  Group Meals and Tool (Not Travel Meals)  SC259  SC269  SC260  ENTERTARMENT AD ALCOHOL, INCLUDES INT L  SC266  ENTERTARMENT AND ALCOHOL, INCLUDES INT L  SC266  CONFERENCE AND SEMINAR ATTENDANCE  SC276  ADMISSIONS CHARGES  SC267  SC267  Fees to attend meeting, conferences or seminars.  ADMISSIONS CHARGES  SC268  TRAVEL-DOMESTIC  Alfane-Domestic  TRAVEL-DOMESTIC  TRAVEL-DOMESTIC  TRAVEL-DOMESTIC  TRAVEL-DOMESTIC AND SEMINAR ATTENDANCE  SC278  Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  TRAVEL-DOMESTIC  TRAVEL-DOMESTIC AND SEMINAR ATTENDANCE  SC278  Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  TRAVEL-DOMESTIC  TRAVEL-DOMESTIC AND SEMINAR ATTENDANCE  SC278  Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  TRAVEL-DOMESTIC  Travel-Unallowable-Oonestic  TRAVEL-DOMESTIC-DOMESTIC CABAGE  SC278  Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  Lodging-Domestic  TRAVEL-DOMESTIC AND SEMINAR ATTENDANCE  Travel-Unallowable costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfar (coach or equivalent). These terms must be separated and charged to this account.  Travel-Unallowable and the count of the country business  Transportation expense during travel on University business  Included an advanced to th		Stipend or Fellowship - Other	SC079	
Signed or Fellowships Degree Candidates (Current Students)  Worlday Spend Citegory Name  Worlday Spend Citegory Name  Group Meals and Food (Not Travel Meals)  Group Meals and Food (Not Travel Meals)  SC249  Group meals (Business meals) and food other than travel meals, kitchen and breakroom supplies  Kitchen & Breakroom Supplies  Kitchen & Breakroom Supplies (SC250)  Kitchen and breakroom supplies including but not limited to bottled water, water filtering service (e.g., provided by Popland Spring, Neste World Spring, Ne				Postdoctoral Affairs). See tax website for additional details; includes but not limited to tuition at Yale or other
Current Students)  Candidates). See tax website for additional details; includes but not limited to tuition at Yale or other institutions, living or travel expenses, etc.  TRAVEL & BUSINESS  Worlday Spend Circogony Name  Controlly  Antiche & Breakroom Supplies  Richeria & Breakr				
Institutions, living or travel expenses, etc.		Stipend or Fellowship-Degree Candidate	SC077	
Group Media and Food (Net Travel Media)   SC249   Group Media and Food (Net Travel Media)   SC249   Group media fuluriness media] and food other than travel media, kitchen and breakroom supplies (Richen & Breakroom supplies)   SC259   Kitchen & Breakroom supplies (Richen & Breakroom supplies)   SC250   Kitchen and breakroom supplies including but not limited to bottled water, water filtering service (e.g., provided by Poland Spring, Nestle Waters). Not for use on SPAGR awards.   If the non-sloothop part of the bill be therged to a Grant, then alcohol, whether as part of a meal or social/holiday function, must be separated out from the total bill and reported on this line.		(Current Students)		candidates). See tax website for additional details; includes but not limited to tuition at Yale or other
Group Medis and Food (Not Travel Medis)  SC249  Group medis (business meak) and food other than travel meals, kitchen and breakroom supplies  Kitchen & Breakroom Supplies  SC250  Kitchen and breakroom supplies including but not limited to bottled water, water filtering service (e.g., provided by Poolad Spring, Nestles), Not for use on PASEA swards.  ENTERTAINMENT AND ALCOHOL, INCLUDES INTL  SC256  ENTERTAINMENT AND ALCOHOL, INCLUDES INTL  SC256  If the non-alcohol part of the Ibil will be charged to a Grant, then alcohol, whether as part of a meal or social/holl/day function, must be separated out from the total bil and reported on this line.  CONFERENCE AND SEMINAR ATTENDANCE  SC257  Fees to attend meetings, conferences or seminars.  ADMISSIONS CHARGES  SC403  Sepanses paid for admission to museums, exhibitions and similar events. Conferences and seminars have a standalone spend category and should not be charged here.  TRAVEL-DOMESTIC AIRFARE  SC738  Transportatione acquiring travel on University business (includes rental car, mileage, cab, train, etc.)  Any unallowable costs, for federal purpose, during travel within the United States, Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). Thrase liters must be separated and charged to this account.  Inavel-DOMESTIC AIRFARE  TRAVEL-DOMESTIC AIRFARE  TRAVEL-OOMESTIC AIRFARE  TRAVEL-OOMESTIC AIRFARE  TRAVEL-OOMESTIC AIRFARE  TRAVEL-OOMESTIC AIRFARE  Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Lodging-domestic  TRAVEL-OOMESTIC AIRFARE  Transportation expense during travel on University business  Included International  TRAVEL-OOMESTIC AIRFARE  SC749  Airfare costs while traveling on University business outside the United States, Puerto Rico, U.S. Virgin Islands).  Travel-Unallowable-International  TRAVEL-OOMESTIC AIRFARE  SC749  Airfare costs while traveling on University business outside the United States, Puerto Rico, U.S. Virgin Islands). Spo				institutions, living or travel expenses, etc.
Group Mesis and Food (Not Trevel Mesils)  SC249  SC129  SC259  SC250  SC250  SC250  SC350  SC	TRAVEL & BUSINESS	Workday Spend Category Name		Workday Description
SCEGO Kitchen and breaktorom supplies including but not limited to bottled water, water filtering service (e.g. provided by Polend Spring, New Years). Not Fou see no PSACR awards.  ENTERTAINMENT AND ALCOHOL, INCLUDES INTL.  COMPETENCE AND SEMINAR ATTENDANCE  COMPETENCE AND SEMINAR ATTENDANCE  ADMISSIONS CHARGES  SCA93  Expenses paid for admission to museums, exhibitions and similar events. Conferences and seminars have a standalone spend caregory and should not be charged here.  TRAVEL-DOMESTIC  Alfare-Domestic  TRAVEL-DOMESTIC-ARPARE  SC728  Transportation expenses during travel on University business (includes rental car, mileage, cab, train, etc.)  Travel-Unallowable-Domestic  TRAVEL-DOMESTIC-UNALLOWABLE  SC749  Any unallowable-costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation-Domestic  TRAVEL-DOMESTIC-LOOSING  SC745  Transportation expenses during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Transportation-Domestic  RAVEL-DOMESTIC-LOOSING  SC745  Any unallowable costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation expenses during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Lodging-Domestic  TRAVEL-DOMESTIC-LOOSING  SC745  Conditional discounts airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation expenses during travel on University business  (Includes Train, rental car, mileage, cab, train, etc.)  Transportation expenses during travel on University business  Other expenses during travel on University business outside the United States, Puerto Rico, U.S. Virgin Islands).  Travel-Unallowable-inte				
ENTERTAINMENT AND ALCOHOL, INCLUDES INT'L  CONFERENCE AND SEMINAR ATTENDANCE  ADMISSIONS CHARGES  CONFERENCE AND SEMINAR ATTENDANCE  Expenses paid for audission to museums, exhibitions and similar events. Conferences and seminars have a standardone spend category and should not be charged here.  TRAVEL DOMESTIC  Alfrare-Domestic  TRAVEL DOMESTIC -UNALLOWABLE  SC738  Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  Travel-Unallowable-Domestic  TRAVEL DOMESTIC -UNALLOWABLE  SC749  Any unallowable costs, for federal purposes, during travel within the United States, includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Lodging-Domestic  TRAVEL-DOMESTIC LODGING  TRAVEL-DOMESTIC LODGING  TRAVEL-DOMESTIC LODGING  SC746  Lodging-Repenses during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Lodging-Domestic  TRAVEL-DOMESTIC MALS  SC747  Individual meals during travel on University business  Meels-Actual (Domestic)  TRAVEL-DOMESTIC MALS  SC748  Other expenses during travel on University business  Individual meals during travel on University business  Individual meals during travel on University business  Other expenses during travel on University business outside the United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-INTERNATIONAL  TRAVEL-INTERNATIONAL AIRFARE  SC739  Airfare-INTERNATIONAL  TRAVEL-INTERNATIONAL-IRFARE  SC741  Airfare-INTERNATIONAL TRAVEL-INTERNATIONAL-IRFARE  SC742  Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands), Domesters to				
ENTERTAINMENT AND ALCOHOL, INCLUDES INT L  SC256   ff the non-alcohol part of the bill will be charged to a Grant, then alcohol, whether as part of a meal or social/holiday function, must be separated out from the total bill and reported on this line .  CONFERENCE AND SEMINAR ATTENDANCE   SC253   Fees to attend meetings, conferences or seminars.  ADMISSIONS CHARGES   SC233   Expenses paid for admission to museums, exhibitions and similar events. Conferences and seminars have a standalone spend category and should not be charged here.  TRAVEL-DOMESTIC   TRAVEL-DOMESTIC-AIRFARE   SC738   Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  Travel-Unallowable-Domestic   TRAVEL-DOMESTIC-UNALLOWABLE   SC749   Any unallowable costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Domestic   TRAVEL-DOMESTIC-UDGIING   SC745   Transportation expenses during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Travel-Onemetric   TRAVEL-DOMESTIC-LODGIING   SC745   Individual meals during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Meals-Per Diem (Domestic)   TRAVEL-DOMESTIC MEALS   SC747   Individual meals during travel on University business    Travel-Onemetric   TRAVEL-DOMESTIC MEALS   SC747   Individual meals during travel on University business    TRAVEL-INTERNATIONAL   TRAVEL-DOMESTIC MEALS   SC748   Other expenses during travel on University business    TRAVEL-INTERNATIONAL   TRAVEL-INTERNATIONAL-INTERNA		Kitchen & Breakroom Supplies	SC250	1
Social/holiday function, must be separated out from the total bill and reported on this line.  CONFERENCE AND SEMINAR ATTENDANCE  ADMISSIONS CHARGES  SC403  Expenses paid for admission to museums, exhibitions and similar events. Conferences and seminars have a standalone spend category and should not be charged here.  TRAVEL-DOMESTIC  Alfare Domestic  TRAVEL-DOMESTIC-UNALLOWABLE  SC738  Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  Travel-Unallowable-Domestic  TRAVEL-DOMESTIC-UNALLOWABLE  SC749  Any unallowable costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Domestic  TRAVEL-DOMESTIC-UNALLOWABLE  TRAVEL-DOMESTIC				
CONFERENCE AND SEMINAR ATTENDANCE  CONFERENCE AND SEMINAR ATTENDANCE  SC403  Expenses paid for admission to museums, exhibitions and similar events. Conferences and seminars have a standalone spend category and should not be charged here.  TRAVEL-DOMESTIC  Alfare Domestic  TRAVEL DOMESTIC-AIRFARE  SC738  Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)  Travel-Unallowable-Domestic  TRAVEL DOMESTIC-UNALLOWABLE  SC749  Any unallowable costs, for federal purposes, during travel within the United States, includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation-Domestic  TRAVEL-DOMESTIC-UDORISTIC TRANSPOTATION  SC745  Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Lodging-Domestic  TRAVEL-DOMESTIC-UDORISTIC TRANSPOTATION  SC745  Individual meals during travel on University business  Meals-Per Diem (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Individual meals during travel on University business  Travel-Other (Domestic)  TRAVEL-DOMESTIC MEALS  SC748  Other expenses during travel on University business  TRAVEL-DOMESTIC OTHER  SC748  Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).  Travel-Unallowable-International  TRAVEL-INTERNATIONAL  Airfare-INTERNATIONAL  TRAVEL-INTERNATIONAL-AIRFARE  SC739  Airfare costs while traveling on University business outside the United States, Includes costs in excess on the lowest available commercial discount airfare (coach or equivalent). These items must be separated and international.  Travel-Unallowable-International  TRAVEL-INTERNATIONAL-TRANSPORTATION  TRAVEL-INTERNATIONAL-TRANSPORTATION  TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation expense while traveling on University business outside the United States, (United Sta		ENTERTAINMENT AND ALCOHOL, INCLUDES INT'L	SC256	If the non-alcohol part of the bill will be charged to a Grant, then alcohol, whether as part of a meal or
TRAVEL-DOMESTIC  Alfare-Domestic  Travel-Unallowable-Domestic  TRAVEL-DOMESTIC-LOMES				social/holiday function, must be separated out from the total bill and reported on this line .
Standalone spend category and should not be charged here.  TRAVEL-DOMESTIC  Airfare-Domestic  Travel-Unallowable-Domestic  TRAVEL-DOMESTIC-UNALLOWABLE  SC749  Any unallowable costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Domestic  TRAVEL-DOMESTIC-UDGING  SC745  Travel-Unallowable-Domestic  TRAVEL-DOMESTIC-LODGING  SC746  Lodging-Domestic  TRAVEL-DOMESTIC LODGING  SC746  Lodging expenses during travel on University business (includes Train, rental car, mileage, cab, train, etc.)  Lodging-Domestic  TRAVEL-DOMESTIC LODGING  SC746  Lodging expenses during travel on University business  Meals-Actual (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Individual meals during travel on University business  Travel-Other (Domestic)  TRAVEL-DOMESTIC OTHER  SC748  Other expenses during travel university business  Travel-University business  Travel-University business  Other expenses during travel university business  Travel-University business  Travel-University business  Travel-University business outside the United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-INTERNATIONAL  TRAVEL-INTERNATIONAL-AIRFARE  SC739  Airfare costs while traveling on University business outside the United States, (United States, Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Travel-University business outside the United States, United States, Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Travel-University business outside the United States, Puerto Rico,		CONFERENCE AND SEMINAR ATTENDANCE	SC257	Fees to attend meetings, conferences or seminars.
TRAVEL-DOMESTIC Alfare-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-Unallowable-Domestic Travel-DOMESTIC-UNALLOWABLE SC749 Any unallowable costs, for federal purposes, during travel within the United States, Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Travel-DOMESTIC-UDGISTIC MEALS SC745 Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc. Lodging-Domestic Travel-DOMESTIC-UDGISTIC MEALS SC746 Lodging expense during travel on University business Individual meals during travel on University business outside the United States, Puerto Rico, U.S. Virgin Islands).  Travel-Unallowable-International Travel-Unallowable-Internation		ADMISSIONS CHARGES	SC403	Expenses paid for admission to museums, exhibitions and similar events. Conferences and seminars have a
Airfare-Domestic Travel-Unallowable-Domestic Travel-Domestic Trave				standalone spend category and should not be charged here.
Travel-Unallowable-Domestic  TRAVEL-DOMESTIC-UNALLOWABLE  SC749  Any unallowable costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation-Domestic  TRAVEL-DOMESTIC-UDGING  SC746  Lodging-Domestic  TRAVEL-DOMESTIC-UDGING  SC746  Lodging expenses during travel on University business  Meals-Actual (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Meals-Per Diem (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Travel-University business  Travel-University business  Travel-University Dusiness  Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-DOMESTIC MEALS  SC748  Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-INTERNATIONAL  Airfare-INTERNATIONAL  TRAVEL-INTERNATIONAL-AIRFARE  SC739  Airfare costs while traveling on University business outside the United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  Travel-Unallowable-international  Travel-Unallowable-international  TRAVEL-INTERNATIONAL-UNALLOWABLE  SC744  Any unallowable costs, for federal purposes, during travel outside the United States, Puerto Rico, U.S. Virgin Islands). Includes commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation-international  Travel-Unallowable-international  Travel-University Dusiness outside the United States, United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-international  Travel-University Dusiness outside the United States.  Individual meals during travel on University business outside the US.  Other expenses d	TRAVEL-DOMESTIC			
Travel-Unallowable-Domestic  TRAVEL-DOMESTIC-UNALLOWABLE  SC749  Any unallowable costs, for federal purposes, during travel within the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation-Domestic  TRAVEL-DOMESTIC-UDGING  SC746  Lodging-Domestic  TRAVEL-DOMESTIC-UDGING  SC746  Lodging expenses during travel on University business  Meals-Actual (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Meals-Per Diem (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Travel-University business  Travel-University business  Travel-University Dusiness  Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-DOMESTIC MEALS  SC748  Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-INTERNATIONAL  Airfare-INTERNATIONAL  TRAVEL-INTERNATIONAL-AIRFARE  SC739  Airfare costs while traveling on University business outside the United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  Travel-Unallowable-international  Travel-Unallowable-international  TRAVEL-INTERNATIONAL-UNALLOWABLE  SC744  Any unallowable costs, for federal purposes, during travel outside the United States, Puerto Rico, U.S. Virgin Islands). Includes commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Transportation-international  Travel-Unallowable-international  Travel-University Dusiness outside the United States, United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-international  Travel-University Dusiness outside the United States.  Individual meals during travel on University business outside the US.  Other expenses d	Airfare-Domestic	TRAVEL-DOMESTIC-AIRFARE	SC738	Transportation expense during travel on University business (includes rental car, mileage, cab, train, etc.)
the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  TRAVEL-DOMESTIC-TRANSPOTATION SC745 Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc. Lodging-Domestic TRAVEL-DOMESTIC LODGING SC746 Lodging expenses during travel on University business Meals-Actual-International TRAVEL-DOMESTIC MEALS SC747 Individual meals during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC747 Individual meals during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-INTERNATIONAL TRAVEL-INTERNATIONAL TRAVEL-INTERNATIONAL TRAVEL-INTERNATIONAL-AIRFARE SC739 Airfare costs while traveling on University business outside the United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  Travel-Unallowable-International TRAVEL-INTERNATIONAL-UNALLOWABLE SC744 Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess on the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-International TRAVEL-INTERNATIONAL-TRANSPORTATION SC740 Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International TRAVEL-INTERNATIONAL-DOGING SC742 Lodging expense while traveling on Universi				
the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  TRAVEL-DOMESTIC-TRANSPOTATION SC745 Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc. Lodging-Domestic TRAVEL-DOMESTIC LODGING SC746 Lodging expenses during travel on University business Meals-Actual-International TRAVEL-DOMESTIC MEALS SC747 Individual meals during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC747 Individual meals during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Meals-Per Diem (Domestic) TRAVEL-INTERNATIONAL TRAVEL-INTERNATIONAL TRAVEL-INTERNATIONAL TRAVEL-INTERNATIONAL-AIRFARE SC739 Airfare costs while traveling on University business outside the United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  Travel-Unallowable-International TRAVEL-INTERNATIONAL-UNALLOWABLE SC744 Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess on the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-International TRAVEL-INTERNATIONAL-TRANSPORTATION SC740 Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International TRAVEL-INTERNATIONAL-DOGING SC742 Lodging expense while traveling on Universi	Travel-Unallowable-Domestic	TRAVEL-DOMESTIC-UNALLOWABLE	SC749	Any unallowable costs, for federal purposes, during travel within the United States, Includes costs in excess of
charged to this account.  Ground Transportation-Domestic  TRAVEL-DOMESTIC-TRANSPOTATION  SC745  Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc.  Lodging-Domestic  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Meals-Actual (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Travel-Other (Domestic)  TRAVEL-DOMESTIC MEALS  SC747  Individual meals during travel on University business  Travel-Other (Domestic)  TRAVEL-DOMESTIC-OTHER  SC748  Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-INTERNATIONAL  Arravel-INTERNATIONAL  TRAVEL-INTERNATIONAL-AIRFARE  SC739  Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  Travel-Unallowable-International  TRAVEL-INTERNATIONAL-UNALLOWABLE  SC744  Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess on the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat <sup>1</sup> TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation-expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-international  TRAVEL-INTERNATIONAL-DOGING  SC742  Lodging-expense while traveling on University business outside the United States.  Meals-Actual-International  TRAVEL-INTERNATIONAL-DOGING  SC741  Individual meals during travel on University business outside the United States.  University business outside the United States.  Individual meals during travel on University business outside the US.  Individual meals during travel on University				
Ground Transportation-Domestic TRAVEL-DOMESTIC-TRANSPOTATION SC745 Transportation expense during travel on University business (includes Train, rental car, mileage, cab, train, etc. Lodging-Domestic TRAVEL-DOMESTIC-LODGING SC746 Lodging expenses during travel on University business Meals-Actual (Domestic) TRAVEL-DOMESTIC MEALS SC747 Individual meals during travel on University business Travel-Other (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel on University business Travel-Other (Domestic) TRAVEL-DOMESTIC-OTHER SC748 Other expenses during travel on University business Travel-Other (Domestic) TRAVEL-DOMESTIC-OTHER SC748 Other expenses during travel on University business Travel-United States, Puerto Rico, U.S. Virgin Islands). Travel-United States, Puerto Rico, U.S. Virgin Islands). Travel-United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international. Travel-Unallowable-International TRAVEL-INTERNATIONAL-UNALLOWABLE SC744 Any anallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internation TRAVEL-INTERNATIONAL-TRANSPORTATION SC740 Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc. Lodging-International TRAVEL-INTERNATIONAL-DGING TRAVEL-INTERNATIONAL-MEALS SC741 Individual meals during travel on University business outside the United States. Uni				
Lodging-Domestic TRAVEL-DOMESTIC-LODGING SC746 Lodging expenses during travel on University business Meals-Actual (Domestic) TRAVEL-DOMESTIC MEALS SC747 Individual meals during travel on University business Meals-Per Diem (Domestic) TRAVEL-DOMESTIC MEALS SC748 Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).  TRAVEL-INTERNATIONAL Airfare-INTERNATIONAL TRAVEL-INTERNATIONAL-AIRFARE SC739 Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international Travel-Unallowable-International TRAVEL-INTERNATIONAL-UNALLOWABLE SC744 Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'1 TRAVEL-INTERNATIONAL-TRANSPORTATION Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc. Lodging-International TRAVEL-INTERNATIONAL-LODGING Transportation expense while traveling on University business outside the United States. Lodging expense while traveling on University business outside the United States. Individual meals during travel on University business outside the United States.  Meals-Per Diem-International TRAVEL-INTERNATIONAL-GHER TRAVEL-INTERNATIONAL-OTHER SC743 Other expenses during travel on University business outside the Us. Vorkday Spend Category Name Workday Spend Category Name Workday Spend Category Name Workday Spend Category	Ground Transportation-Domestic	TRAVEL-DOMESTIC-TRANSPOTATION	SC745	- V
Meals-Actual (Domestic)   TRAVEL-DOMESTIC MEALS   SC747   Individual meals during travel on University business	dround transportation boniestic	THAVEE BOWLESTIC THANSI OTATION	36743	Transportation expense during traver on oniversity business (includes Train, Tental car, filleage, cab, train, etc.,
Meals-Actual (Domestic)         TRAVEL-DOMESTIC MEALS         SC747         Individual meals during travel on University business           Meals-Per Diem (Domestic)         TRAVEL-DOMESTIC MEALS         SC747         Individual meals during travel on University business           Travel-Other (Domestic)         TRAVEL-DOMESTIC-OTHER         SC748         Other expenses during travel within the United States (United States, Puerto Rico, U.S. Virgin Islands).           TRAVEL-INTERNATIONAL         TRAVEL-INTERNATIONAL-AIRFARE         SC739         Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.           Travel-Unallowable-International         TRAVEL-INTERNATIONAL-UNALLOWABLE         SC744         Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess on the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.           Ground Transportation-Internat'I         TRAVEL-INTERNATIONAL-TRANSPORTATION         SC740         Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.           Lodging-International         TRAVEL-INTERNATIONAL-MEALS         SC741         Individual meals during travel on University business outside the U.S.           Meals-Per Diem-International         TRAVEL-I	Lodging-Domestic	TRAVEL-DOMESTIC-LODGING	SC746	Lodging expenses during travel on University business
Meals-Per Diem (Domestic)   TRAVEL-DOMESTIC MEALS   SC747   Individual meals during travel on University business	Meals-Actual (Domestic)	TRAVEL-DOMESTIC MEALS	SC747	
TRAVEL-INTERNATIONAL Airfare-INTERNATIONAL Travel-Unallowable-International Travel-Unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess on the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Scraud Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International Travel-Uniternational Travel-Uniternationa	Meals-Per Diem (Domestic)	TRAVEL-DOMESTIC MEALS	SC747	
TRAVEL-INTERNATIONAL  Airfare-INTERNATIONAL  TRAVEL-INTERNATIONAL-AIRFARE  SC739  Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  Travel-Unallowable-International  TRAVEL-INTERNATIONAL-UNALLOWABLE  SC744  Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'l  TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International  TRAVEL-INTERNATIONAL-LODGING  SC742  Lodging expense while traveling on University business outside the United States.  Meals-Actual-International  TRAVEL-INTERNATIONAL-MEALS  SC741  Individual meals during travel on University business outside the US.  Travel-Other-International  TRAVEL-INTERNATIONAL-OTHER  SC743  Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).	Travel-Other (Domestic)	TRAVEL-DOMESTIC-OTHER	SC748	
Airfare-INTERNATIONAL TRAVEL-INTERNATIONAL-AIRFARE SC739 Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  TRAVEL-INTERNATIONAL-UNALLOWABLE SC744 Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'l TRAVEL-INTERNATIONAL-TRANSPORTATION SC740 Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc. Lodging-International TRAVEL-INTERNATIONAL-LODGING SC742 Lodging expense while traveling on University business outside the United States. Meals-Actual-International TRAVEL-INTERNATIONAL-MEALS SC741 Individual meals during travel on University business outside the US. Travel-Other-International TRAVEL-INTERNATIONAL-DOTHER SC743 Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES Workday Spend Category Name Workday Spend Category  Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands).				
Airfare-INTERNATIONAL TRAVEL-INTERNATIONAL-AIRFARE SC739 Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  TRAVEL-INTERNATIONAL-UNALLOWABLE SC744 Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'l TRAVEL-INTERNATIONAL-TRANSPORTATION SC740 Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc. Lodging-International TRAVEL-INTERNATIONAL-LODGING SC742 Lodging expense while traveling on University business outside the United States. Meals-Actual-International TRAVEL-INTERNATIONAL-MEALS SC741 Individual meals during travel on University business outside the US. Travel-Other-International TRAVEL-INTERNATIONAL-DOTHER SC743 Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES Workday Spend Category Name Workday Spend Category  Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands).	TRAVEL-INTERNATIONAL			
Virgin Islands). Sponsored awards must refer to their awarding agency for definition of domestic and international.  Travel-Unallowable-International  TRAVEL-INTERNATIONAL-UNALLOWABLE  SC744  Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'l  TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation expense while traveling on University business outside the United States (United States, Puertor Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International  TRAVEL-INTERNATIONAL-LODGING  SC742  Lodging expense while traveling on University business outside the United States.  Meals-Actual-International  TRAVEL-INTERNATIONAL-MEALS  SC741  Individual meals during travel on University business outside the US.  Meals-Per Diem-International  TRAVEL-INTERNATIONAL-OTHER  SC743  Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES  Workday Spend Category Name  Workday Spend Category Name  Workday Spend Category Name  Workday Spend Category Name		TRAVEL-INTERNATIONAL-AIRFARE	SC739	Airfare costs while traveling on University business outside the United States (United States, Puerto Rico, U.S.
international.  Travel-Unallowable-International  TRAVEL-INTERNATIONAL-UNALLOWABLE  SC744  Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'l  TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International  TRAVEL-INTERNATIONAL-LODGING  SC742  Lodging expense while traveling on University business outside the United States.  Meals-Actual-International  TRAVEL-INTERNATIONAL-MEALS  SC741  Individual meals during travel on University business outside the US.  Travel-Other-International  TRAVEL-INTERNATIONAL-OTHER  SC743  Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES  Workday Spend  Category  Workday Spend  Category  Workday Description				, , , , , , , , , , , , , , , , , , , ,
TRAVEL-INTERNATIONAL-UNALLOWABLE  SC744  Any unallowable costs, for federal purposes, during travel outside the United States. Includes costs in excess of the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'l  TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International  TRAVEL-INTERNATIONAL-LODGING  SC742  Lodging expense while traveling on University business outside the United States.  Meals-Actual-International  TRAVEL-INTERNATIONAL-MEALS  SC741  Individual meals during travel on University business outside the US.  Meals-Per Diem-International  TRAVEL-INTERNATIONAL-PER DIEM MEAL  SC741  Individual meals during travel on University business outside the US.  Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES  Workday Spend Category Name  Workday Spend  Category  Workday Description				
the lowest available commercial discount airfare (coach or equivalent). These items must be separated and charged to this account.  Ground Transportation-Internat'l  TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International  TRAVEL-INTERNATIONAL-LODGING  SC742  Lodging expense while traveling on University business outside the United States.  Meals-Actual-International  TRAVEL-INTERNATIONAL-MEALS  SC741  Individual meals during travel on University business outside the US.  Meals-Per Diem-International  INTERNATIONAL PER DIEM MEAL  SC741  Individual meals during travel on University business outside the US.  Travel-Other-International  TRAVEL-INTERNATIONAL-OTHER  SC743  Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES  Workday Spend Category Name  Workday Spend Category  Workday Description	Travel-Unallowable-International	TRAVEL-INTERNATIONAL-UNALLOWABLE	SC744	
charged to this account.  Ground Transportation-Internat'I TRAVEL-INTERNATIONAL-TRANSPORTATION SC740 Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International TRAVEL-INTERNATIONAL-LODGING SC742 Lodging expense while traveling on University business outside the United States.  Meals-Actual-International TRAVEL-INTERNATIONAL-MEALS SC741 Individual meals during travel on University business outside the US.  Meals-Per Diem-International INTERNATIONAL PER DIEM MEAL SC741 Individual meals during travel on University business outside the US.  Travel-Other-International TRAVEL-INTERNATIONAL-OTHER SC743 Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES Workday Spend Category Name Workday Spend Category				
Ground Transportation-Internat'I  TRAVEL-INTERNATIONAL-TRANSPORTATION  SC740  Transportation expense while traveling on University business outside the United States (United States, Puerto Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International  TRAVEL-INTERNATIONAL-LODGING  SC742  Lodging expense while traveling on University business outside the United States.  Meals-Actual-International  TRAVEL-INTERNATIONAL-MEALS  SC741  Individual meals during travel on University business outside the US.  Travel-Other-International  TRAVEL-INTERNATIONAL-OTHER  SC743  Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES  Workday Spend Category Name  Workday Spend  Category  Workday Description				, , , , , , , , , , , , , , , , , , , ,
Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International TRAVEL-INTERNATIONAL-LODGING SC742 Lodging expense while traveling on University business outside the United States.  Meals-Actual-International TRAVEL-INTERNATIONAL-MEALS SC741 Individual meals during travel on University business outside the US.  Meals-Per Diem-International INTERNATIONAL PER DIEM MEAL SC741 Individual meals during travel on University business outside the US.  Travel-Other-International TRAVEL-INTERNATIONAL-OTHER SC743 Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES Workday Spend Category Name Workday Spend Category  Workday Spend Category				Charged to this account.
Rico, U.S. Virgin Islands). Includes rental car, mileage, cab, train, etc.  Lodging-International TRAVEL-INTERNATIONAL-LODGING SC742 Lodging expense while traveling on University business outside the United States.  Meals-Actual-International TRAVEL-INTERNATIONAL-MEALS SC741 Individual meals during travel on University business outside the US.  Meals-Per Diem-International INTERNATIONAL PER DIEM MEAL SC741 Individual meals during travel on University business outside the US.  Travel-Other-International TRAVEL-INTERNATIONAL-OTHER SC743 Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES Workday Spend Category Name Workday Spend Category	Ground Transportation-Internatil	TRAVEL-INTERNATIONAL-TRANSPORTATION	SC740	Transportation expense while traveling on University business outside the United States (United States Duerte
Lodging-International   TRAVEL-INTERNATIONAL-LODGING   SC742   Lodging expense while traveling on University business outside the United States.	Ground Transportation-Internati	THAT ELTIN I EMINATIONAL TRAINSFORTATION	30/40	
Meals-Actual-InternationalTRAVEL-INTERNATIONAL-MEALSSC741Individual meals during travel on University business outside the US.Meals-Per Diem-InternationalINTERNATIOANL PER DIEM MEALSC741Individual meals during travel on University business outside the US.Travel-Other-InternationalTRAVEL-INTERNATIONAL-OTHERSC743Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).OTHER EXPENSESWorkday Spend Category NameWorkday Spend CategoryWorkday Description	Lodging International	TRAVEL INTERNATIONAL LODGING	SC742	
Meals-Per Diem-InternationalINTERNATIOANL PER DIEM MEALSC741Individual meals during travel on University business outside the US.Travel-Other-InternationalTRAVEL-INTERNATIONAL-OTHERSC743Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).OTHER EXPENSESWorkday Spend Category NameWorkday Spend CategoryWorkday Description				
Travel-Other-Internatioanl  TRAVEL-INTERNATIONAL-OTHER  SC743  Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).  OTHER EXPENSES  Workday Spend Category Name  Workday Spend Category				
OTHER EXPENSES Workday Spend Category Name Workday Spend Category Category				,
Category	iravei-Other-internatioani	TRAVEL-IINTERNATIONAL-OTHER	JC/43	Other expenses during travel outside the United States (United States, Puerto Rico, U.S. Virgin Islands).
	OTHER EXPENSES	Workday Spend Category Name		Workday Description
	Rental of Non-Yale Room	RENTAL - BUILDING AND OTHER SPACE		Rental charges for space and buildings not owned, but occupied by the University (permanently or semi-
permanently - likely through operating lease). Do not use to charge for "event rental" of space.				

Gifts, Gift Cards, Flowers	APPRECIATION AND RECOGNITION	SC297	CHECK WITH BUSINESS OFFICE PRIOR TO PURCHASING ANY APPRECIATION AND RECOGNITION FLOWERS,
			GIFTS OR GIFT CARDS. Cost of items to show favor toward someone, honor an occasion, or make a gesture of
			appreciation (e.g. retirement/farewell gift, sympathy fruit basket/flowers, shirts, caps, pins, etc.) (Policy
			3303.2).