

**Inter-Departmental Transfer Guidelines**  
**Update June 4, 2019**

**G Fund To:**

A	Yes, transferred by General Accounting
D	No
G	Budget Transfer
R	No
U	Yes, transferred by General Accounting
X	Yes, transferred by General Accounting

**A Fund To:**

A	Budget Transfer
D	No
G	Yes, transferred by General Accounting
R	No
U	Yes, transferred by General Accounting
X	Yes, transferred by General Accounting

**D Fund To:**

A	Yes, transferred by General Accounting
D	Yes, transferred by General Accounting
G	Yes, transferred by General Accounting
R	No
U	Yes, transferred by General Accounting
X	Yes, transferred by General Accounting

**R Fund To:**

A	Yes, transferred by General Accounting
D	Yes, transferred by General Accounting
G	Yes, transferred by General Accounting
R	Yes, transferred by General Accounting
U	Yes, transferred by General Accounting
X	Yes, transferred by General Accounting

**U Fund To:**

A	Yes, transferred by General Accounting
D	Yes, transferred by General Accounting
G	Yes, transferred by General Accounting
R	Yes, transferred by General Accounting
U	Yes, transferred by General Accounting
X	No

**X Fund To:**

A	Yes, transferred by General Accounting
D	Yes, transferred by General Accounting
G	Yes, transferred by General Accounting
R	Yes, transferred by General Accounting
U	No
X	Yes, transferred by General Accounting

**Account Code/Program Codes for Transfers:**

- For G, A, D, R & U funds, use account codes 9550/9560 with program code 97
- X fund transfers to A, D, G, R & U will generally be revenue to the University. Use the appropriate revenue account code with 99 program code.
- Transfers to X funds from A, D, G, R & U are expenses. Use the appropriate account code/program code for the fund/org that is paying the expense.