Use of 5500 Transfer Code

Object Codes use in journal entries to transfer funds between accounts
Use of “5500” Transfer Code

- Object Code 5500 should be used as follows:
  - To move overages from a non budgeted account to a budgeted account in current year.
  - For internal charges of services (shuttle usage by athletics, Edgerton advertisements on WSHU, etc.) in current year.
  - To move prior year dollars from one non budgeted account to another non budgeted account.
When there is a need to **Split cost, Correct Charges/Expenses or Journal Entries** between funds within the current fiscal year, the actual charges/expenses should be moved as follows:

- R/C V0389765 2/15/12 Allegra $500  [Check sample]
- PC28368 2/15/12 Allegra $500   [P-Card sample]
- R/C J048060 2/15/12 Allegra $500  [Journal entry sample]
Use of “5200” Transfer Code

- Budget transfers can only be done thru object code 5200 for funds 10, 11 and 14. We cannot transfer budget to funds 12, 13, 15, 21, 22, 23, 30 and 32.
- Transfers other than budget have to be done thru a Journal Entry.