

Recharge and Cost Transfer Account Codes (Intercampus)

When processing a recharge or cost transfer from UCOP to a campus, you will use the intercampus recharge/cost transfer account codes. Below is a cheat sheet of the account codes and some quick tips on how to use them when submitting intercampus cost transfers and recharges to the BRC for processing.

When to Use These Accounts

- Use these accounts as your departmental account when recharging or transferring expenses from UCOP to a campus
- If you use a 78xxxx account the other side of the entry has to be a financial control entry
- All examples are for transferring costs from UCOP to a campus. If campuses are transferring costs to UCOP, they should initiate the transfer
- Examples: Cost transfer to campuses for: Shared software expense, OGC recharges for legal services, energy expenses, conference registration for UCOP hosted events.
- Find the 78xxxx complete list [Here](#)

Campus Financial Control Accounts

UPDATED FORMAT:

20400-XXXXX(dept. fund)-XXXXXXXXX(dept. fin unit)-102XXX-000-000-0000000-000000-000000-000000-000000

COA	ACCOUNT TITLE	CURRENT
102010	FINANCIAL CONTROL UCB	119501
102020	FINANCIAL CONTROL UCSF	119502
102030	FINANCIAL CONTROL UCD	119503
102040	FINANCIAL CONTROL UCLA	119504
102050	FINANCIAL CONTROL UCR	119505
102060	FINANCIAL CONTROL UCSD	119506
102070	FINANCIAL CONTROL UCSC	119507
102080	FINANCIAL CONTROL UCSB	119508
102090	FINANCIAL CONTROL UCI	119509
102100	FINANCIAL CONTROL UCM	119510

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Quick
Reference
Guide

Credit to UCOP Department COA

- Use the UCOP Department Chart of Account (COA) using the 78xxxx account for the campus you are transferring expenses to
- Use the “Credit” accounts when crediting the UCOP department COA
- The “Debit” accounts are when we are reversing an expense transfer or the Campus is transferring an expense to UCOP
- Find the 78xxxx complete list [Here](#)

Example

- A UCOP department purchased a software package, and is sharing it with UCSD
- The department is going to transfer a portion of the expense to UCSD
- See below for the debit and credit entries
- Note that the Recharge Account is only used for the UCOP department entry

- **Debit Financial Control for UCSD:**

20400-69400-3027010-102060-000-000-00000000-000000-000000-00000000-000000

- **Credit UCOP Department using recharge account for UCSD:**

20520-69400-3027010-785060-721-000-00000000-000000-000000-00000000-000000

Special Notes

- Make sure to use the departmental Financial Unit and Fund for the credit AND debit entries
- Make sure to use 20400 (systemwide) as the Entity for the credit AND use the departments entity for the debit entries
- Use the COA that the expense originally hit if this is a cost transfer, except change the Account Code to the appropriate Recharge Account Code