

Financial Services
401 Golden Shore, 5th Floor
Long Beach, CA 90802-4210

www.calstate.edu

Date: July 09, 2010 **Code: AD 10-03**

To: FOA Delegates
FSAC Members

From: George V. Ashkar
Assistant Vice Chancellor/Controller
Financial Services

Subject: **CERF Revenue Object Codes**

The Chancellor's Office Staff and the Financial Standards Advisory Committee have been discussing the CERF revenue object codes over the last few months to improve reporting and create consistency throughout the system. During the May 27, 2010 meeting, the committee requested that the State University Dean for Extended Education work with the Extended and Continuing Education units to review the existing object codes for any changes and develop more accurate definitions.

Attached you will find the revised CERF Revenue Object Code definitions with the addition of one new Self Support Summer object code. This addition is based on the need to distinguish summer sessions from intersessions terms like Winter and May. Since 22 campuses are offering some type of self support summer, the Deans would like this to be recognized separate from other activities.

Please work closely with your campus Extended and Continuing Education unit to ensure that your student system is coded correctly to each object code according to the revised definitions. Implement any changes along with the new Self Support Summer object code on your campus effective 7/1/2010.

If you have any questions, please contact Kelly Cox at (562) 951-4611 or e-mail kcox@calstate.edu .

CC: Sheila Thomas, State University Dean, Extended Education
EE/CE Deans, Directors and Business Officers

GVA:KC:td

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Attachment

CSU Campuses
Bakersfield
Channel Islands
Chico
Dominguez Hills
East Bay

Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Maritime Academy

Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego

San Francisco
San José
San Luis Obispo
San Marcos
Sonoma
Stanislaus

**CERF Revenue FIRMS Object Code Definitions
Effective July 1, 2010**

OBJECT CODE	OBJECT NAME	DESCRIPTION
502101	Special Sessions Degree Programs	Special Sessions programs that award CSU degrees, per EO 1047 authorization. This includes all Self Support cohort-based programs and programs conducted off-campus or online.
502102	Special Sessions Certificate Programs	Special Sessions programs that generate certificates and award academic degree credit, per EO 1047 authorization.
502103	Special Sessions Contract Programs	Special Sessions programs which are typically offered to a specific audience in the public or private sector, for which an administrative charge is collected per unit but no instructional costs are incurred. Enrollment in the program is usually limited to employees of the agency or company.
502104	Open University	For enrollment of non-matriculated students in state-support regular courses per EO 805 authorization and subject to specified conditions.
502105	Special Sessions - Other	Special Sessions operations not described previously, including intersession terms (Winter and May), per EO 1047 authorization.
502106* New!	Self Support Summer	Special Sessions operations conducted exclusively in self-support during summer sessions. This object code supersedes the direction given to record to Special Session -Other.
502201	Regular Extension Credit	Extension credit offerings include self-support courses, conferences, workshops and seminars for which academic credit is awarded but with limitations. Unlike Special Sessions credit offerings, there are limitations on applying Extension Credit towards CSU degrees and residency requirements.
502202	Contract Extension Credit	For "contracted" operations within the "Extension Credit" category for which an administrative processing charge is collected per unit but no instructional costs are paid.
502203	Extension Certificate Programs	For Extension programs that award certificates for academic credit, but not Special Sessions degree credit.
502301	Regular - Non Credit	Activity that does not award academic credit.
502302	Non Credit Contract Program	Activity for a specific audience, such as employees of a company, that does not award academic credit for which an administrative processing charge is collected per unit but no instructional costs are paid.
502303	Continuing Education Unit (CEU) Credit	Fees collected as the result of issuing CEUs. This may not include fees paid for instruction or services.