**Reconciling Undergraduate Research Expenses**

Use the below accounts for reconciling student travel or materials and supplies expenses related to Undergraduate Research in Workday.

Make sure to note in the memo line any relevant information, e.g. the name of the student and/or faculty, the name of the program in question, what has been purchased, and/or the reason for the expense.

**Student Conference Travel**
Cost Center: 1430-CC
Fund: FD-01
Additional Worktags: DV-10
Program 100 (instruction)

**Materials and Supplies**
Cost Center: 1430-CC
Fund: FD-01
Additional Worktags: DV-10
Program 200 (research)

**SCICU Student Travel**
Cost Center: 1088-CC
Fund: FD-10
Additional Worktags: DV-10
Program 100 (Instruction)
10078-GR SCICU Student Faculty Research Program

**SCICU Materials and Supplies**
Cost Center: 1088—CC
Fund: FD—10 (private grants)
Additional Worktags: DV—10
Program 200 (research)
10078-GR SCICU Student Faculty Research Program

*Add 10078-GR first, and then change Program 100 to Program 200*