What are allowable expenses on my instructional budget (C1302 and C1303)?

All expenses on instructional budget must be for teaching related duties:

- Teaching Assistants
- Lecturers
- Instructional Assistants
- SPA Student Assistant graders
- Fringe benefits associated to TAs and Lecturers
- Core data and transit associated to TAs and Lecturers

How to fix incorrect charges?

- **Nonpersonnel**: Most can be fixed via correcting voucher journal entry or correcting journal entry.
- **Graduate Student Charges**: If the charges are from the current semester, you can correct the chartfield in GradStar. If the charge is from a previous semester, please contact the Graduate School for assistance with corrections.
- **Personnel (Research Assistant, Post Doc, etc.)**: Fund swap and/or PAATs.