GEORGIA STATE UNIVERSITY
DEPARTMENTAL SALES & SERVICE AND COST TRANSFER/QUASI
DETERMINATION FORM

There are basically two types of department sales and services that take place at the University. First there are “True” “Departmental Sales and Services” where revenue comes from a source outside the University for sales or services provided by the University (Fund 14100, class 41100). Second there are “Quasi or Cost Transfers” where revenue comes from a source inside the University (from one department to another) (Fund 10600, class 41900). This form is to help determine the appropriate type of account in accordance with Generally Accepted Accounting Principles that this department/program falls under.

Name of the Department/program:_____________________________________________

Description of Activity/Purpose:_______________________________________________

Where will the revenue come from? (inside /outside/both*):________________________

What are some examples of revenue sources?:____________________________________

Is this going to be an ongoing and significant revenue stream?:____________________

College/School name:________________________________________________________

Speedtype:_________________________________________________________________

Department ID:________________________________________________________________

*- If revenue is from both Outside and Inside sales, accounts will need to be established in both Fund 14100 (outside sales) and 10600 (inside sales).

College Administrative Officer                  This Dept./Prgm. Determined to be:  
__________________________________________  DS&S   or   Quasi

Date:______________________________

Updated 4/17/2012