Request Types and their Purposes

If you need access to a certain Request Type, please email maria.nielsen@admin.utah.edu.

**ARUP (AR)**
- ARUP Lab Services

**Petty Cash (PC)**
- Petty Cash

**Fees/Associations/Dues (<$5,000) (FA)**
- Accreditation
- License or Exam Fee
- Membership (New)
- Membership (Renewal)
- Periodical Subscriptions
- Registration
- Social Dues

**Refunds (RE)**
- Refund (Not a Reimbursement)

**Royalties & Funding (RY)**
- Copyright
- Donation
- Patent Expense
- Royalty
- Seed Funding
- Stock Purchase

**Employee Reimbursement (EM)**
- Reimbursement

**Scholar/Fellow/Traineeship (SF)**
- Scholar/Fellow/Traineeship

**Guest Lecturer/Performer (<$5,000) (GP)**
- Lecturer/Performer Services

**Software <$5,000 (SW)**
- Software <$5,000

**Independent Contractor/Consult (<$5,000) (IP)**
- Independent Contractor/Consult (<$5,000)

**Misc. (MC)**
- Bank Payment
- Commission on Concessions
- Consignment
- Contest/Recognition Award
- Contractual Cost Share (non-research)
- Funds Transfer (3rd Party)
- Grant Funded Subsidy
- Honorarium
- Insurance Premium (Non-Student)
- Legal Services
- Medical Services
- Salary Leaseback
- Taxes/Fines/Penalties
- Other (Preauthorization Required)*

**Student & Educational Payments (SP)**
- Clerkships
- Insurance Premium
- Student Assistance
- Student Contest Prize/Award
- Student Loan Payment
- Tuition Direct to Institution

**Study Participants (PS)**
- Study Participation

**Supplier Invoice (<$5,000) (DP)**
- Supplier Invoice <$5,000

**Utilities & Freight (UF)**
- Freight
- Utilities

**Non-Employee Reimbursement (NR)**
- Reimbursement

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