

	POLICY	Motion No.	FF 1026-2023
	Capitalization Threshold	Effective Date	12/19/2023
		Responsible Department	Finance
		Attorney Review / Date	[Attorney Name] [Date]

Pennsylvania Highlands Community College capitalizes property and equipment acquisitions with a unit cost of \$5,000 and over, and with a useful life of greater than one year. The \$5,000 threshold is consistent with Federal audit requirements and will reduce the administrative burden of keeping depreciation records for items of relatively small value. The College will continue tracking controllable items that fall below the capitalization threshold.

Effective Date	Motion Number	Document Author	Description of Change
12/19/2023	FF 1026-2023	Finance	Language revised for clarity and brevity
10/22/2013	FF 1019-2013	Finance	Initial Release