Southeastern Purchasing Regulation
Memberships for Individuals in Professional Associations and Organizations

All memberships, regardless of cost, must be institutional memberships of the University or in the name of a University Department. The purchase of individual memberships with University managed funds is not permitted, except as follows:

If the individual membership is to an association or organization to which the University holds primary membership.

If the individual membership is approved under an endowed professorship.

LSU Purchasing Regulation

Only one (1) institutional membership in the name of the University or in the name of a University department will be permitted. The purchase of individual memberships in professional societies and organizations with University funds is permitted if the member clearly demonstrates that the membership in such an organization assists the department, faculty or staff in efficiently executing the functions and responsibilities of their job and is related to the departmental mission.

Note: Memberships may not be an allowable charge to a grant or contract. Please check with Sponsored Program Accounting to see if your grant or contract allows individual memberships to be charged to them.

Example Savings
American Society of Ichthyologists and Herpetologists
Regular membership $85.00 Includes journal Copeia
Institutional subscription to Copeia $135.00
Meeting discount for members $110.00

Savings due to membership-- $160.00

Society for the Study of Evolution
Regular membership $75.00 Includes journal Evolution
Institutional subscription to Evolution $684.00
Meeting discount for members $100.00

Savings due to membership-- $709.00