

UWG Office of Budget Services
Miscellaneous and Elective Fees Process
BOR Changes Effective FY2018
(Abridged from BOR Revised Procedures Manual)

Considerations: <i>if answer is yes then approvals apply.</i>	Board Approval Required	Student Approval Required
1. Assessed to all students?	Yes	Yes
2. Assessed to subgroup based on credit hours earned or grade level?	Yes	Yes
3. Assessed to specific degree program?	Yes	No
4. Assessed to specific course?	See BOR's FAQs	See BOR's FAQs
a. Specific course fee does not cover the unique costs related to the course?	Yes	No
b. Can the student readily identify the direct benefit of the specific course fee?	No	No
c. Does the revenue generated exceed the expenditures (material/service) of the fee?	Yes	No
d. Does the fee exceed the price of materials/service if purchased independently?	Yes	No
5. Assessed to a laboratory course or course with laboratory component?	See BOR's FAQs	See BOR's FAQs
a. The lab fee does not cover the unique costs related to the lab?	Yes	No
b. Are the lab fees used for general learning centers for optional tutoring or other services?	Yes	No
c. Does the fee fund instructors/staff salaries or travel?	Yes	No
d. Does the fee cover the cost of Capital Equipment (<i>over \$5K and last longer than 1 year</i>)?	Yes	No