

## **IV. FEE POLICIES**

### **A. Incidental Fee**

The incidental fee is assessed to provide support for student activities. Student committees make recommendations for the amount and use of fees on each campus. In some instances, the student committee recommendations are supported by general campus student referenda. The funds generated by this fee are to be used for “student union activities, educational, cultural, and student government activities, and athletic activities.” The president of each institution reviews the student committee recommendations and submits recommendations to the Chancellor, who, after review, submits proposals to the Board. There are fewer incidental fee supported activities during the summer term, resulting in significantly lower rates than those assessed during the academic year.

An institution approves the level of the Incidental Fee for students carrying eight credits or fewer.

*Statutory Authority: ORS 351.070 (3)(d) Board Powers – Incidental Fees*

*Administrative Authority: OAR 580-010-0090 Incidental Fee Guidelines and Process*

### **B. Health Services Fee**

This fee is used to support each institution’s student health services, which are operated similarly to auxiliary services. Generally, rate increases reflect the institutions' efforts to maintain the self-support nature of these services. Optional health insurance policies are also made available by some institutions. During summer sessions, student health services operations function at reduced levels or are not provided at all.

An institution may determine whether to make health service privileges available to students carrying eight credits or fewer and whether the students have the option of participating in the health service program.

*Administrative Authority: OAR 580-011-0005 Student Health Services*

### **C. Building Fee**

The building fee is the same for all institutions. ORS 351.170 allows OUS to assess up to \$45 per student per term to finance debt service for construction associated with student centers, health centers, and recreational facilities constructed through the issuance of Article XI-F(1) bonds. A pro rata fee is assessed on part-time students, except for those enrolled exclusively in self-support courses or certain federal and foreign study programs.

*Statutory Authority: ORS 351.170 Charges for Use of Buildings*

### **D. Resource Fee**

Resource fees have three forms: universal fees, assessed to all students; program fees, assessed to students admitted to particular academic programs; and, one-time fees for first-term students. Students enrolled under the part-time student fee policy are subject to the resource fees appropriate to specific courses taken. Institutions may propose new resource fees for approval by the Board. Institutions have the option of assessing resource fees during the summer session at rates comparable to those assessed in the preceding academic year.

1. A Resource Fee is an Enrollment Fee assessed to students admitted to, or enrolled in a school, college, department, or degree program. It may be assessed to certain classes of students, such as all freshmen, seniors, graduates, etc., or to students admitted to, or enrolled in a degree program, such as business, engineering, law, etc.
2. A Resource Fee is not a Laboratory or Course Fee, and cannot be applied as such. However, for those students enrolled under the part-time student fee policy and not admitted to the institution or program, the institution may assess the student a Resource Fee if that student is enrolled in a course offered by a school, college, or degree program that assesses a Resource Fee to admitted or enrolled students. For example: a part-time student enrolled at Portland State University taking a course in the College of Engineering, if that college has a Resource Fee for admitted or enrolled students, would be assessed the Resource Fee.
3. Institutions will determine the number and level of Resource Fees to be assessed. The institution must submit its request for a Resource Fee to the Chancellor to be submitted to the Board of Higher Education for approval in accordance with the procedures established for approval of the Academic Year Fee Book.

The 2003 Legislature limited Resource Fees for the 2003-2005 biennium with the following budget note: *“...The Subcommittee further notes that resource fee (including energy surcharge fee) revenue in the approved budget totals 8.6% of gross tuition revenue. The Subcommittee expects the Department to limit resource fee revenue to no more than 8.6% of gross tuition revenue.”*

**E. Recreation/Fitness Center Fee**

A Recreation/Fitness Center Fee was assessed to University of Oregon students beginning fall term 1998-99. This fee will be \$15.25 per term per student, prorated by credit hour for students enrolled for less than full time. It will be used for the renovation and expansion of the Esslinger Hall facilities. It was originally endorsed by student referendum in the spring of 1995 with the expectation the fee would remain at \$15.25 per student per term for 30 years. The Board has the authority to revise this fee as necessary to accommodate the requirements of the related project. The Board originally adopted this fee in July 1997.

**F. Energy Surcharge Fee**

Energy Surcharge Fee..... up to \$40.00/per term

Originally authorized in 2001-02 the Energy Surcharge was created to address a critical increase in energy costs to OUS institutions. Electricity and natural gas are critical to the operation of the campuses and significant cost factors in their operations. Reports indicated the rates of increase may be so significant as to impose a severe financial burden on the institutions, affecting their ability to serve the current student populations.

The Board considered proposals from the Chancellor and individual institution presidents to add an energy surcharge to be effective at the beginning of the Fall term

2001. The surcharges, up to \$40 per term, may remain in effect until: the energy rates return to current levels; sufficient outside financial assistance reduces the need for the fee; or, if the energy rate increases appear permanent, the surcharge is integrated into the base tuition rate. The Board will review the need for any surcharges annually at the time of adopting the Academic Year Fee Book. For Fall 2003 two institutions are authorized energy surcharge fees: EOU, UO.

## **G. Application Fee**

### 1. General Policy

Institutional ..... Up to \$100.00

Each institution may determine the amount of the application fee within the above-stated range and establish policies governing the conditions under which application fees will be required. Institutions may assess additional application fees for admission to selected programs or schools within their institution.

In instances where an application is received without the Application Fee, request will be made for the Application Fee, and the fee must be received before the application will be evaluated.

Application Fees are not refundable.

## **H. Application Fee Deferral Program**

Institutional executives may, upon request, defer the Application Fee for first-time freshmen or transfer students who meet the following requirements:

a. At the time of application, meet family income and general program eligibility requirements for participation in either 1) free or reduced school lunch program, 2) TRIO-type college preparatory programs (e.g., Upward Bound, Talent Search, EOC, HEP), or 3) Oregon or other U.S. public assistance program whether or not the student was ever actually a program participant; and

b. Complete the official University System admission Application Fee deferral form that requires the signature of a school official, special program official, or University System official and submit it at the time of application.

Application Fees deferred under this provision become payable upon the student's enrollment and receipt of financial aid funds. If a student does not complete the application process or does not enroll, the Application Fee is canceled.

Students residing outside the United States at the time of their application must prove to the satisfaction of institutional officials that they would meet comparable eligibility guidelines if they applied in their country of residence.