

BOARD OF REGENTS
BRIEFING PAPER
Handbook Revision, Transcript Fees

POLICY PROPOSAL
TITLE 4, CHAPTER 17, SECTION 16
Student Fees

Additions appear in *boldface italics*; deletions are [~~stricken~~ and bracketed]

Section 16. Student Fees

- 1. It is the policy of the Board of Regents that Student Fees exist only in cases of additional administrative or other service costs incurred by the institution for a necessary student activity or requirement that are not specific to one course or type of course. Student Fees may be assessed to provide services to the students for (a) special events or activities (e.g., graduation), (b) special services provided by the institution (e.g., personal/group counseling including psychological and testing, substance abuse counseling, health services, international student services), (c) third party pass-through charges (e.g., test administration or contracted health services), (d) special general instructional requirements (e.g. thesis fee). Funds generated from Student Fees may be spent on the intended purpose only. Mandatory fees required of all students or all students in a particular group, regardless of dollar amount, shall be reviewed and approved by the Board of Regents.*

- 2. Transcript fees do not require Board approval and shall be in an amount that does not exceed the cost of producing the transcript plus postage, including costs for expedited delivery. The cost of production may include salary and other employee costs associated with production.*