

PROGRAM FEE REQUEST

University: University of Arizona College/School:
Department: Program:

Check One: Graduate Undergraduate Check one: Upper Division Lower Division Both

Proposed Effective Date for New Fee:

New Fee \$.....
(Proposed Fee)

Existing Fee \$..... \$.....
(Proposed Fee) (Current Fee) (Year Current Fee Approved)

Proposed fee to be applied as:

- Per Term
 Per Unit, Total of ___Units per Program

Proposed fee to be applied:

- Fall Spring Summer Winter

Date Submitted:

Rationale for Request (~100 words)

Compliance with Board Guidelines (~250 words)

Student Consultation (~100 words)

MARKET PRICING (~200)

ACCOUNTABILITY

Financial Aid Set-Aside Amount: 14%

Proposed Annual Revenue

Annual Program Fee Amount	\$	
Number of Students Enrolled Annually	#	
Total Annual Revenue	=	

Proposed Annual Expenditures

Financial Aid Set Aside (14%)	\$	
Institutional and Advising Personnel	\$	
Support Staff Expense	\$	
Operating Expenses	\$	
Administrative Cost* (15.13%)	\$	
Total Annual Program Costs	=	

***Note:** “Consistent with all tuition and fees, a portion of the program fees and/or differential tuition will be allocated for administrative costs in accordance with the procedures described by the university’s responsibility center budget model.” The Administrative Cost will be for FY 2018.

SUPPLEMENTAL INFORMATION – INTERNAL TO UA ONLY

DUAL DEGREE PROGRAMS:

1) Will this program fee apply to an approved dual degree program? Yes (complete below) No

Name of Dual Degree Program _____

College & Department _____

College & Department _____

2) Will this program fee be split between departments? Yes (complete below) No

Department Name _____ % of program fee _____ Signature _____

Department Name _____ % of program fee _____ Signature _____