Georgia State University Policy

3.00.12 Mandatory Student Fee Proposals

Policy Summary

Proposals submitted by an institution to increase mandatory student fees and proposals to create new mandatory student fees shall first be presented for advice and counsel to a committee at each institution composed of at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents.

Full Policy Text

Mandatory student fees are defined as fees that are paid by all students as required by the Board of Regents or as required by the institution subject to approval by the Board of Regents. When there is a change in the purpose of the mandatory fee, it shall be subject to approval by the Board of Regents.

Mandatory fees shall include, but not be limited to:
1. Intercollegiate athletic fees;
2. Student health services fees;
3. Transportation or parking fees (if the latter are charged to all students);
4. Student Activity fees;
5. Technology fees; and
6. Facility fees. (BOR Minutes, January 2010)

All mandatory fees shall be approved by the Board of Regents at its meeting in April to become effective the following fall semester. Exceptions to this requirement may be ed upon recommendation of the Chancellor and the approval of the Board of Regents.

An institution may waive mandatory fees for students who are enrolled for fewer than six (6) credit hours. Alternatively, institutions may prorate mandatory fees on a per-credit-hour basis for students taking fewer than twelve (12) credit hours. Institutions may elect to reduce Board-approved mandatory fees for students enrolled in summer courses.

Proposals submitted by an institution to increase mandatory student fees, proposals to new mandatory student fees, or a change in the purpose of a mandatory fee shall first be presented for advice and counsel to a committee at each institution composed of at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents (BoR Minutes, June 2009). The committee shall include at least four students, who shall be appointed by the institution’s student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee (BoR Minutes, January 2010).

All mandatory student fees collected by an institution shall be budgeted and administered by the president using proper administrative procedures, which shall include the advice and counsel of an advisory committee composed at least fifty percent (50%) students, except in special circumstances
when a general purpose fee is instituted system-wide by the Board of Regents (BoR Minutes, June 2009). The committee shall include at least four students, who shall be appointed by the institution’s student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee (BoR Minutes, January 2010).

Mandatory student fees shall be used exclusively to support the institution’s mission to enrich the educational, institutional, and cultural experience of students (BoR Minutes, January 2010). All payments from funds supported by student mandatory fees shall be made according to approved business procedures and the appropriate business practices of the institution (BoR Minutes, 1999-2000, p. 364).

**Administration of Policy**

*Mandating Authority:*
Board of Regents Policy Manual

*Responsible Office(s):*
Financial Advisory Committee to the President

*Responsible Executive(s):* Provost

**Policy History**

*Approving Body:* Board of Regents

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Campus Location</th>
<th>Phone Number and/or E-mail Address</th>
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<tr>
<td>Office of the Provost</td>
<td>300 Alumni Hall</td>
<td>404-413-2575</td>
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**Rationale or Purpose**

None provided

**Definitions**

<table>
<thead>
<tr>
<th>Word, Phrase, or Acronym</th>
<th>Definition</th>
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<tr>
<td>Mandatory Student Fees</td>
<td>Fees which are paid by all students as required by the Board of Regents or as required by the institution subject to approval by the Board of Regents.</td>
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**Additional Information**

**Additional Helpful Resources**