

## MEMORANDUM

**To:** Board of Regents  
**From:** Board Office  
**Subject:** Preliminary Consideration of Miscellaneous Fees and Charges  
**Date:** March 1, 2004

### **Recommended Actions:**

1. Give preliminary consideration to the proposed changes to miscellaneous fees and charges for fiscal year 2004-2005 as shown in Attachment A (pages 11-16).
2. Approve the revision of the administrative rule regarding university application fees as shown in Attachment B (pages 17-20) and authorize the Executive Director to file the rule revision in the required form.

### **Executive Summary:**

Policy	In accordance with its <u>Policy Manual</u> , the Board reviews miscellaneous fees and charges for the coming academic year after it has acted upon tuition rates in the fall of each year. The Board has authority to set institutional or college-wide fees over \$1 per semester and all department fees over \$10 per semester.
	Miscellaneous fees include both tuition-related and non-tuition-related fees. Tuition-related fees were approved in November 2003 with tuition and mandatory fees. Non-tuition related fees are presented in March for consideration and in April for approval.
Non-Tuition Related Fees	Non-tuition related fees include a variety of items ranging from course delivery fees to private music lessons. In each category, students pay only for miscellaneous fees and charges that apply to them, with variances in type and amount dependent on each student's program, needs, and interests.
SUI	The University of Iowa requests five new fees for FY 2005 ranging from \$15 to \$65; increases in 20 fees ranging from \$2 to \$75; the elimination of three fees; and a change in the refund schedule for reduced loads.
ISU	Iowa State University requests six new fees for FY 2005 ranging from \$10 to \$240; increases in 9 fees ranging from \$2 to \$200; and changes to the refund schedules.
UNI	The University of Northern Iowa University requests no new fees for FY 2005; and increases in 14 fees ranging from \$2 to \$80; and changes to the refund schedules.

Proposed  
Application Fee  
Changes

The universities also request consideration for the following application fee changes:

	<u>Actual FY 2004</u>	<u>Proposed FY 2005</u>	<u>Percent Increase</u>
UNIVERSITY OF IOWA:			
• Domestic Undergraduate	\$30	\$40	33.3%
• International Undergraduate	\$50	\$60	20.0%
• Domestic Graduate/Professional	\$50	\$60	20.0%
• International Graduate Professional	\$75	\$85	13.3%
IOWA STATE UNIVERSITY:			
• Veterinary Medicine*	---	\$60	100.0%

\*ISU proposes to establish a separate application fee of \$60. Students currently pay the domestic undergraduate fee of \$30.

Currently, any changes to the application fees require modification to the Iowa Administrative Code, which specifies the amount of each application fee. The Board Office proposes changing the Regent administrative rules to eliminate the specific fee amounts. The current rules and the proposed revisions are included in Attachment B.

Student  
Notification

Iowa law requires the Board to take action no sooner than 30 days after notification of the proposed changes in fees and charges to presiding officers of each student government organization at each affected institution. The Board gives preliminary consideration to the proposed miscellaneous fees and charges in March and is expected to take final action in April.

Miscellaneous fees and charges reported in this memorandum do not include:

- Regent-wide mandatory student fees approved by the Board in November with tuition rates;
- Student fees developed by each university in consultation with its students and brought to the Board for approval in May as part of the allocation of mandatory fees; and
- Course fees for payment of materials used, fees that represent returnable deposits, fees assessed for damage or breakage by individual students, and fees assessed to pay for services external to the university (e.g., fraternity/sorority fees).

An alphabetical listing of miscellaneous fees and charges for each university is presented in Attachment A.

**Background:**

Authority

Iowa Code §262.9(18) and Regent Policy Manual §8.04 require that the Board review and approve miscellaneous fees and charges annually after acting upon tuition rates for the coming academic year.

Since application fees are specified in the Board of Regents chapters of the Iowa Administrative Code, changes to those fees must also be modified through the administrative rules process.

**Analysis:**

**University of Iowa**

NEW FEES            The University of Iowa requests the addition of the following new non-tuition-related fees:

	<u>Proposed FY 2005</u>
Course Delivery Fees	
• Off-Campus MPH Degree (per credit)	\$60
Graduation Fee	
• Late Fee for Applying After Deadline	\$15
Thesis Fees	
• Master's Thesis Publication Fee (hard copy)	\$20
• Electronic Essay and Graduate Thesis Publication Fee for the Doctor of Musical Arts (DMA)	\$65
Transcript Fees	
• Special Handling Charge (early or partial transcript)	\$25

The University proposes to:

Course Delivery Fees    Establish a new course delivery fee for the College of Public Health's off-campus Masters of Public Health degree. Revenues will be used to help offset the costs of providing distance learning by covering the costs associated with course development and delivery, technical support, and administrative costs.

Graduation Fee        Establish a new late graduation application fee. Revenues will be used to help offset the costs of preparing final graduation rosters. After the graduation deadline has passed, manual interventions must be made to update the official graduation, recalculate GPAs, edit the graduation program, and mail graduation materials. Approximately 200-300 students apply late each year.

Thesis Fees            Establish new thesis fees to offset the costs associated with providing binding and publication services to graduate and professional students.

- MASTER'S THESIS PUBLICATION FEE (HARD COPY): Revenues would be used to offset the cost of library services. Approximately 100 Master's students submit theses for binding annually.

- ELECTRONIC ESSAY AND GRADUATE PUBLICATION FEE FOR THE DMA: Revenues would be used to offset the costs associated with (1) charges assessed for program/server services, microfilming and archiving; and (2) expenses for equipment and software updating. The University anticipates that 75 students will submit electronic dissertations for publication in FY 2005.

Transcript Fees        Establish a new transcript fee to help offset personnel costs for transcripts that require special handling by the Registrar's Office such as students that request early transcripts or portions of transcripts. The Registrar's Office receives approximately five requests for special transcripts each week.

INCREASED /      The University of Iowa requests the following adjustments to existing non-tuition-  
DECREASED FEES      related fees:

	Actual FY 2004	Proposed FY 2005	Dollar Change	Percent Change
Application Fees*				
Domestic – Undergraduate	\$30	\$40	\$10	33.3%
International – Undergraduate	\$50	\$60	\$10	20.0%
Domestic – Graduate and Professional	\$50	\$60	\$10	20.0%
International – Graduate and Professional	\$75	\$85	\$10	13.3%
Applied Music Fees				
Academic Year				
Private Lessons, one-course (non-majors)	\$150	\$180	\$30	20.0%
Private Lessons, one course (majors)	\$150	\$180	\$30	20.0%
Private Lessons, two-courses (non-majors)	\$265	\$290	\$25	9.4%
Summer Session				
Private Lessons, one-course (non-majors)	\$83	\$100	\$17	20.5%
Private Lessons, one course (majors)	\$83	\$100	\$17	20.5%
Course Delivery Fees				
MBA Courses (per credit)	\$85	\$0	(\$85)	-100.0%
RN to BSN (per credit)	\$60	\$0	(\$60)	-100.0%
Dentistry Fees (DDS Students) Instrument Management				
Class of 2004 – First Year	\$4,925	\$5,000	\$75	1.5%
Class of 2004 – Second Year	\$2,463	\$2,500	\$37	1.5%
Class of 2004 – Third Year	\$2,463	\$2,500	\$37	1.5%
Professional Liability Insurance (1 <sup>st</sup> – 3 <sup>rd</sup> years)	\$30	\$0	(\$30)	-100.0%
Diploma Replacement Fee	\$25	\$35	\$10	40.0%
Graduation Fees	\$25	\$35	\$10	40%
Orientation Services Fee	\$105	\$155	\$50	47.6%
Registration Fees				
Late				
Day 6 - 10	\$40	\$60	\$20	50.0%
Day 11 - 15	\$60	\$100	\$40	66.7%
Refund Schedule for Reduced Load (reduction of hours)				
First Two Weeks		100.0%	N/A	N/A
After Second Week		0.0%	N/A	N/A
First Three Weeks	100.0%		N/A	N/A
After Third Week	0.0%		N/A	N/A
Returned Check Fee	\$20	\$30	\$10	50.0%
Returned Direct Debit Fee	\$20	\$30	\$10	50.0%
Transcript Fees				
First and Each Additional Copy	\$8	\$10	\$2	25%

\*Beginning with the summer 2005 term. Administrative rule change required.

The University proposes to:

Application Fees	<p>Increase application fees for publication and recruiting initiatives beginning with the summer 2005 term. A change to the <u>Iowa Administrative Code</u> is required to implement these increases. Revenues will be earmarked for:</p> <ul style="list-style-type: none"><li>• Printing collegiate and departmental recruiting brochures;</li><li>• Migrating the general catalog to a web-based document;</li><li>• Creating web-enabled recruitment and information materials;</li><li>• Developing next-generation software to improve information access and recruitment programs; and</li><li>• Supporting efforts to recruit students in Iowa and surrounding states.</li></ul>
Applied Music Fees	<p>Increase applied music fees to help offset the costs associated with operating and maintaining instruction and performance activities. Revenues will be used to purchase new instruments/equipment and music, maintain equipment, and support special events of performing ensembles and guest artists.</p>
Course Delivery Fees	<p>Eliminate the two course delivery fees. These fees were rolled into the base tuition approved by the Board in November of 2003.</p>
Dentistry Fees – Instrument Mgmt	<p>Increase instrument management system fees to cover increased personnel costs.</p>
Dentistry Fees – Professional Liability Ins.	<p>Eliminate professional liability insurance fees for students in years 1-3. Students need coverage only in their fourth year when participating in external clinics.</p>
Diploma Replacement	<p>Increase the diploma replacement fee to cover the increased personnel and material costs associated with replacing lost diplomas.</p>
Graduation Fees	<p>Increase the graduation fee to help offset the costs of enhancements and improvements to software and printing for degrees and certificates.</p>
Orientation Services Fee	<p>Increase the orientation fee to help offset the costs associated with the expansion of the traditional two-day summer session and to provide support for retention-oriented programs that are temporarily supported with special allocations from the Office of the Provost.</p>
Registration Fees	<p>Change the late registration fee schedule to coincide with the final count date. Incremental fee revenue will be used to help offset the cost of maintaining the manual add/drop process used for late student registrations.</p>
Refund Schedule for Reduced Load	<p>Change the refund schedule for a reduced load. The 100% refund period will change from the first three weeks to the first two weeks, with no refund after that date. Changing the final tuition assessment date will make it coincide with the official enrollment count date and encourage students to take drop actions earlier, which will allow other students to fill those seats.</p>
Returned Check and Direct Debit Charges	<p>Increase returned check and returned direct debit charges to be consistent with recent legislation that permits the proposed charges.</p>
Transcript Fees	<p>Increase transcript fees to help cover the costs associated with implementing an on-line transcript service. This service will eliminate the need for requesting transcripts by mail.</p>

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**Iowa State University**

NEW FEES Iowa State University requests the addition of the following new non-tuition-related fees:

	<u>Proposed FY 2005</u>
Application Fee (non-refundable)	
• Veterinary Medicine*	\$60
Developmental Courses	
• Chemistry	\$225
• Strategies for Listening	\$240
• Strategies for Reading	\$160
New Student Programs/Matriculation	
• Admissions Office Administrative Fee	\$20
Placement Services	
• Veterinary Medicine – Career Services	\$10

\*ISU proposes to establish a separate application fee of \$60. Students currently pay the domestic undergraduate fee of \$30.

The University proposes to:

**Application Fee** Establish a separate Veterinary Medicine application fee of \$60. Students currently pay the standard domestic undergraduate fee of \$30. The additional revenue from this fee will help to defray the costs of supplies, telephone, fax and postage charges, copying charges, and clerical support in the College of Veterinary Medicine. A change to the Iowa Administrative Code is required to establish this fee.

**Developmental Courses** Establish the following new developmental course fees:

- CHEMISTRY – Revenue from the fee will be used to sustain the course by supporting instructor salaries, teaching assistant stipends, and supplies and materials.
- STRATEGIES FOR LISTENING AND STRATEGIES FOR READING – Revenue from these two fees will support the instructional and administrative costs of course delivery. These courses are designed for international students who have deficiencies in listening and/or reading.

**New Student Programs/Matriculation** Establish an administrative fee to retain \$20 from students that have accepted admission offers, paid the New Student Program/Matriculation fee of \$140, and then elected not to enroll. The University informed the Board Office that they had been charging \$10 although, through an oversight, this fee had not previously come to the Board for approval. Revenues will be used to offset the administrative costs associated with processing refunds.

**Placement Services** Establish a career planning fee for seniors in the College of Veterinary Medicine. Revenue from this fee will support the costs associated with career planning services such as critiquing resumes, reviewing contracts, mailing and faxing student listings to potential employers, copying position announcements, and maintaining web-based career planning services for Veterinary Medicine students.

INCREASED / Iowa State University requests the following adjustments to existing non-tuition-  
DECREASED FEES related fees:

	Actual FY 2004	Proposed FY 2005	Dollar Change	Percent Change
Developmental Courses				
Mathematics Fee	\$362	\$392	\$30	8.3%
Diploma Replacement Fee	\$20	\$25	\$5	25.0%
Graduation Fees *	\$20	\$35	\$15	75.0%
New Student Programs/Matriculation Fee	\$131	\$140	\$9	6.9%
Registration Fees, Change (day six of classes and later)	\$8	\$10	\$2	25.0%
Refund Schedule				
Before the First Day of Class	100.0%	--	N/A	N/A
During Class Day 1	90.0%	--	N/A	N/A
During Class Days 2-8	90.0%	--	N/A	N/A
During Class Days 9-20	50.0%	--	N/A	N/A
During Class Days 21-40	25.0%	--	N/A	N/A
After the 40 <sup>th</sup> Day of Classes	0.0%	--	N/A	N/A
Refund Schedule				
Before the First Day of Class	--	100.0%	N/A	N/A
First Week	--	90.0%	N/A	N/A
Second Week	--	75.0%	N/A	N/A
Third Week	--	50.0%	N/A	N/A
Fourth Week	--	25.0%	N/A	N/A
After Fourth Week	--	0.0%	N/A	N/A
Refund Schedule for Reduced Load (reduction of hours)				
First Two Weeks	--	100.0%	N/A	N/A
After Second Week	--	0.0%	N/A	N/A
First Three Weeks	100.0%	--	N/A	N/A
After Third Week	0.0%	--	N/A	N/A
Returned Check Fee	\$20	\$30	\$10	50.0%
Returned Direct Debit Fee	\$20	\$30	\$10	50.0%
Transcript Fees	\$8	\$10	\$2	25.0%
Veterinary Medicine Advance Payment	\$300	\$500	\$200	66.7%

\* ISU proposes that this fee change from refundable to non-refundable.

The University proposes to:

Developmental Course Fees	Increase the mathematics fee to make it equivalent to the per credit tuition rate for two credit hours.
Diploma Replacement Fee	Increase the diploma replacement fee to help offset the increased personnel and material costs associated with replacing lost diplomas.
Graduation Fee	Increase graduation fees to help offset the increased personnel and material costs and change the fee from refundable to non-refundable to be consistent with SUI and UNI.
New Student Program / Matriculation Fee	Increase new student program/matriculation fees to help offset the increased costs of services for new students.
Registration Fees, Change	Increase registration fee changes to encourage students to process course changes in a timely manner.
Refund Schedule	Change the refund schedule to coincide with the same schedule as used by the University of Iowa.
Refund Schedule for Reduced Load	Change the refund schedule for a reduced load. The 100% refund period will change from the first three weeks to the first two weeks, with no refund after that. Changing the final tuition assessment date will make it coincide with the official enrollment count date and encourage students to take drop actions earlier, which will allow other students to fill those seats.
Returned Check and Direct Debit Fees	Increase returned check and returned direct debit fees to be consistent with recent legislation that permits the proposed charges for these transactions.
Transcript Fees	Increase transcript fees to help cover the increased costs of materials, personnel, and the self-service web site.
Veterinary Medicine Advance Payment	Increase advance payment fees to reduce late withdrawals. The fee is credited towards tuition and is forfeited only if the student withdraws after accepting admission.

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**University of Northern Iowa**

NEW FEES            The University of Northern Iowa proposes no new non-tuition-related fees for FY 2005.

INCREASED /        The University of Northern Iowa requests the following adjustments to existing  
DECREASED FEES   non-tuition-related fees:

	Actual FY 2004	Proposed FY 2005	Dollar Change	Percent Change
Developmental Courses				
Minimum Fee	\$364	\$392	\$28	7.7%
Graduation Fees	\$25	\$35	\$10	40.0%
ID Card Replacement Fee	\$15	\$20	\$5	33.3%
Orientation Services	\$75	\$90	\$15	20.0%
Price Laboratory School Fees (annual rates)				
Price School Student	\$175	\$190	\$15	8.6%
Non-Price School Student	\$275	\$300	\$25	9.1%
Instrument Rental	\$65	\$70	\$5	7.7%
K-12 Fee	\$440	\$475	\$35	8.0%
Nursery Fee	\$1,000	\$1,080	\$80	8.0%
Activity Fee	\$45	\$48	\$3	6.7%
Refund Schedule				
Before the First Day of Class	100.0%	--	N/A	N/A
During Class Day 1	90.0%	--	N/A	N/A
During Class Days 2-8	90.0%	--	N/A	N/A
During Class Days 9-20	50.0%	--	N/A	N/A
During Class Days 21-40	25.0%	--	N/A	N/A
After the 40 <sup>th</sup> Day of Classes	0.0%	--	N/A	N/A
Refund Schedule				
Before the First Day of Class	--	100.0%	N/A	N/A
First Week	--	90.0%	N/A	N/A
Second Week	--	75.0%	N/A	N/A
Third Week	--	50.0%	N/A	N/A
Fourth Week	--	25.0%	N/A	N/A
After Fourth Week	--	0.0%	N/A	N/A
Refund Schedule for Reduced Load (reduction of hours)				
First Two Weeks	--	100.0%	N/A	N/A
After Second Week	--	0.0%	N/A	N/A
First Three Weeks	100.0%	--	N/A	N/A
After Third Week	0.0%	--	N/A	N/A
Registration Fees				
Graduate Continuing Scholar	\$35	\$50	\$15	42.9%
Returned Check Fee	\$20	\$30	\$10	50.0%
Returned Direct Debit Fee	\$20	\$30	\$10	50.0%
Transcript Fees	\$8	\$10	\$2	25.0%

The University proposes to:

Developmental Course Fees	Increase the minimum fee to coincide with the two-hour tuition rate. Revenues will be used to pay salary increases for faculty who teach non-credit courses.
Graduation Fees	Increase graduation fees to continue providing commencement ceremonies that reflect the needs of students and their families.
ID Card Replacement Fee	Increase the ID card replacement fee so that this self-sustaining operation can offset equipment/material replacement costs.
Orientation Services Fee	Increase the orientation services fee to cover the increased costs of orientation programs for new and transfer students.
Price Laboratory School Fees	Increase Price Laboratory School fees to parallel the increases in student tuition.
Refund Schedule	Change the refund schedule to coincide with the same schedule as used by the University of Iowa.
Refund Schedule for Reduced Load	Change the refund schedule for a reduced load. The 100% refund period will change from the first three weeks to the first two weeks, with no refund after that. Changing the final tuition assessment date will make it coincide with the official enrollment count date and encourage students to take drop actions earlier, which will allow other students to fill those seats.
Registration Fees	Increase graduate continuing scholar fees to offset the additional costs associated with student usage of library and ITS-related services. This fee is assessed to graduate students not enrolled in coursework who need access to computers, library, and other resources.
Returned Check and Direct Debit Fees	Increase returned check and returned direct debit fees to be consistent with recent legislation that permits the proposed charges for these transactions.
Transcript Fees	Increase transcript fees to cover the increased expenses associated with providing transcripts.

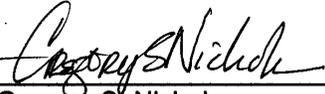
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**Proposed Changes to Administrative Rules**

Currently, any changes to the application fees require modification to the Iowa Administrative Code, which specifies the amount of each application fee. The Board Office proposes changing the Regent administrative rules to eliminate the specific fee amounts. This action would eliminate the need to change the administrative rules every time there is an adjustment in the fee amount. The current rules and the proposed revisions are included in Attachment B (pages 17-20). The required 30-day notice for all application fee changes, as required by the Code of Iowa, would continue to be given.

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Andrea L. Anania

Approved:   
Gregory S. Nichols

NON-TUITION RELATED FEES AND MISCELLANEOUS CHARGES									
Actual FY 2004 and Proposed FY 2005									
Non-Tuition-Related Fees & Miscellaneous Charges	SUI			ISU			UNI		
	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change
Account Review Fee (per hour)				\$10	\$10	0.0%			
Additional Billing Statement Fee				\$5	\$5	0.0%			
Admission / Tuition Deposit Fees									
MBA	\$300	\$300	0.0%						
DDS	\$500	\$500	0.0%						
JD - first deposit April 1	\$250	\$250	0.0%						
JD - second deposit June 1	\$150	\$150	0.0%						
MD	\$50	\$50	0.0%						
DPT (Physical Therapy)	\$300	\$300	0.0%						
PharmD	\$250	\$250	0.0%						
Application Fees (non-refundable)									
Domestic - Undergraduate	\$30	\$40	33.3%	\$30	\$30	0.0%	\$30	\$30	0.0%
International - Undergraduate	\$50	\$60	20.0%	\$50	\$50	0.0%	\$50	\$50	0.0%
Domestic - Graduate				\$30	\$30	0.0%	\$30	\$30	0.0%
International - Graduate				\$70	\$70	0.0%	\$50	\$50	0.0%
Veterinary Medicine (see text)					\$60	NEW			
Re-Entry	\$20	\$20	0.0%						
Domestic - Graduate / Professional	\$50	\$60	20.0%						
International - Graduate / Professional	\$75	\$85	13.3%						
Applied Music Fees									
Academic Year University Students									
Group Sessions (4 or more, per credit)							\$38	\$38	0.0%
Instrumental Rental (per instrument)							\$25	\$25	0.0%
Private Lessons, one course (non-majors)	\$150	\$180	20.0%	\$90	\$90	0.0%	\$90	\$90	0.0%
Private Lessons, once course (majors)	\$150	\$180	20.0%	\$130	\$130	0.0%	\$150	\$150	0.0%
Private Lessons, two courses (majors)	\$265	\$290	9.4%						
Summer Session									
Private Lessons, one course (non-majors)	\$83	\$100	20.5%						
Private Lessons, one course (majors)	\$83	\$100	20.5%						
Career Service Fees									
Academic Year (per semester)	\$50	\$50	0.0%						
Summer Session	\$25	\$25	0.0%						
Catalog Sales Fee	\$10	\$10	0.0%	\$5	\$5	0.0%	\$5	\$5	0.0%
CLEP Score Report Fee	\$5	\$5	0.0%						
Cooperative Education Placement Fee							\$15	\$15	0.0%
Copyright Fee -- Doctoral Dissertation (optional)							\$45	\$45	0.0%

**NON-TUITION RELATED FEES AND MISCELLANEOUS CHARGES**

Actual FY 2004 and Proposed FY 2005

Non-Tuition-Related Fees & Miscellaneous Charges	SUI			ISU			UNI		
	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change
<b>Course Delivery Fees</b>									
Agriculture Videotape Lecture (per credit)	\$85	\$0	-100.0%	\$75	\$75	0.0%			
Electrical Engineering Kirkwood C.C. (per credit)	\$60	\$0	-100.0%	\$0	\$0	#DIV/0!			
Engineering Videotape Lecture (per credit)	\$0	\$60	NEW	\$85	\$85	0.0%	\$85	\$85	0.0%
MBA Courses (per credit)									
RN to BSN completion program.									
Off-campus MPH degree (per credit)									
<b>Dentistry Fees (DDS Students)</b>									
A.D.A. Dues	\$65	\$65	0.0%						
Instrument Management System Fee									
Class of 2001 - First Year	\$4,500	\$4,500	0.0%						
Class of 2001 - Second Year	\$2,250	\$2,250	0.0%						
Class of 2001 - Third Year	\$2,250	\$2,250	0.0%						
Class of 2001 - Fourth Year	\$150	\$150	0.0%						
Class of 2002 - First Year	\$4,750	\$4,750	0.0%						
Class of 2002 - Second Year	\$2,375	\$2,375	0.0%						
Class of 2002 - Third Year	\$2,375	\$2,375	0.0%						
Class of 2002 - Fourth Year	\$150	\$150	0.0%						
Class of 2003 - First Year	\$4,925	\$4,925	0.0%						
Class of 2003 - Second Year	\$2,463	\$2,463	0.0%						
Class of 2003 - Third Year	\$2,463	\$2,463	0.0%						
Class of 2003 - Fourth Year	\$150	\$150	0.0%						
Class of 2004 - First Year	\$4,925	\$5,000	1.5%						
Class of 2004 - Second Year	\$2,463	\$2,500	1.5%						
Class of 2004 - Third Year	\$2,463	\$2,500	1.5%						
Class of 2004 - Fourth Year	\$150	\$150	0.0%						
Laboratory Supplies Fee (1 year)	\$1,500	\$1,500	0.0%						
Professional Liability Insurance (1st - 3rd years)	\$30	\$0	-100.0%						
Professional Liability Insurance (4th year)	\$30	\$30	0.0%						
<b>Deferred Billing Administrative Fee - fall and spring</b>									
Deferred Billing Administrative Fee - summer sessions	\$20	\$20	0.0%	\$20	\$20	0.0%	\$20	\$20	0.0%
Degree Audit Fee (additional copy)	\$15	\$15	0.0%	\$20	\$20	0.0%	\$15	\$15	0.0%
Departmental Exam for Credit Fee (per exam)	\$5	\$5	0.0%	\$3	\$3	0.0%	\$50	\$50	0.0%
Departmental Exam for Credit Fee (per exam)	\$50	\$50	0.0%	\$100	\$100	0.0%	\$50	\$50	0.0%
<b>Developmental Course Fees</b>									
Mathematics Fee				\$362	\$392	8.3%			
Chemistry Fee					\$225	NEW			
Strategies for Listening Fee (English 99L)					\$240	NEW			
Strategies for Reading Fee (English 99R)					\$160	NEW			
Minimum Fee							\$364	\$392	7.7%



**NON-TUITION RELATED FEES AND MISCELLANEOUS CHARGES**

Actual FY 2004 and Proposed FY 2005

Non-Tuition-Related Fees & Miscellaneous Charges	SUI			ISU			UNI		
	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change
<b>Placement Services Fees (By College)</b>									
Business & Liberal Arts									
Campus Interview Sign-up	\$12	\$12	0.0%				\$20	\$20	0.0%
Job Bulletin - Student (3 months)	\$6	\$6	0.0%						
Job Bulletin - Student (6 months)	\$12	\$12	0.0%						
Job Bulletin - Alumni (3 months)	\$12	\$12	0.0%						
Job Bulletin - Alumni (6 months)	\$25	\$25	0.0%	\$20	\$20	0.0%			
On-line Registration (per year)	\$20	\$20	0.0%						
Reference File - Alumni	\$12	\$12	0.0%						
Reference File - Student	\$20	\$20	0.0%						
Student Resume Fee									
Design									
Alumni Services (per six months)							\$20	\$0	-100.0%
Education									
Alumni User Fee (annual)							\$20	\$20	0.0%
Credentials (per set)							\$5	\$5	0.0%
Credentials (per set of ten)							\$25	\$25	0.0%
Credentials Set Up Fee (one time)							\$20	\$20	0.0%
Nursing									
Campus Interview Sign-up	\$12	\$12	0.0%						
Job Bulletin - Student (3 months)	\$6	\$6	0.0%						
Job Bulletin - Student (6 months)	\$12	\$12	0.0%						
Job Bulletin - Alumni (3 months)	\$12	\$12	0.0%						
Job Bulletin - Alumni (6 months)	\$25	\$25	0.0%						
Reference File - Alumni	\$20	\$20	0.0%						
Reference File - Student	\$12	\$12	0.0%						
Student Resume Fee	\$20	\$20	0.0%						
Veterinary Medicine									
Career Services (one time)							\$0	\$10	NEW
<b>Praxis I Preparation Fee</b>							\$25	\$25	0.0%
<b>Price Laboratory School Fees (annual rates)</b>									
Price School Student							\$175	\$190	8.6%
Non-Price School Student							\$275	\$300	9.1%
Instrumental Instruction							\$10	\$10	0.0%
Instrumental Rental							\$65	\$70	7.7%
K-12 Fee							\$440	\$475	8.0%
Nursery Fee							\$1,000	\$1,080	8.0%
Activity Fee							\$45	\$48	6.7%

**NON-TUITION RELATED FEES AND MISCELLANEOUS CHARGES**

Actual FY 2004 and Proposed FY 2005

Non-Tuition-Related Fees & Miscellaneous Charges	SUI			ISU			UNI		
	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change
<b>Registration Fees</b>									
Add Day 8 on Automated Change (Day 10 onward) [effective 8-1-03]	\$10	\$10	0.0%				\$10	\$0	-100.0%
Drop/Add (per day beginning with the 6th class day and thereafter) Change (Day 6 of classes and later)	\$70	\$70	0.0%	\$8	\$10	25.0%	\$0	\$10	NEW
Continuous Graduate Student	\$20	\$20	0.0%	\$70	\$70	0.0%	\$70	\$70	0.0%
Doctoral Post Comprehensive	\$40	\$60	50.0%				\$20	\$20	0.0%
Late	\$60	\$100	66.7%						
Day 1 - 5									
Day 6 - 10									
Day 11 - 15									
Graduate Continuing Scholar	\$70	\$70	0.0%	\$20	\$20	0.0%	\$35	\$50	42.9%
Undergraduate & Grad. Students - 1st Week of Classes				\$50	\$50	0.0%			
Graduate Students - 2nd Week of Classes				\$100	\$100	0.0%			
Graduate Students - 3rd Week of Classes									
Masters Final									
<b>Refund Schedule</b>									
Before the First Day of Class	100.00%	100.00%	0.0%					100.00%	N/A
First Week	90.0%	90.0%	0.0%					90%	N/A
Second Week	75.0%	75.0%	0.0%					75%	N/A
Third Week	50.0%	50.0%	0.0%					50%	N/A
Fourth Week	25.0%	25.0%	0.0%					25%	N/A
After Fourth Week	0.0%	0.0%	0.0%					0%	N/A
<b>Refund Schedule</b>									
Before the First Day of Class				100.0%			100.0%		N/A
During Class Day 1				90.0%			90.0%		N/A
During Class Days 2-8				90.0%			90.0%		N/A
During Class Days 9-20				50.0%			50.0%		N/A
During Class Days 21-40				25.0%			25.0%		N/A
After the 40th Day of Classes				0.0%			0.0%		N/A
<b>Refund Schedule for Reduced Load (reduction of hours)</b>									
First Two Weeks		100.0%	N/A		100.0%	N/A		100.0%	N/A
After Second Week		0.0%	N/A		0.0%	N/A		0.0%	N/A
First Three Weeks	100.0%		N/A	100.0%		N/A	100.0%		N/A
After Third Week	0.0%		N/A	0.0%		N/A	0.0%		N/A
Reinstatement Fee	\$25	\$25	0.0%				\$25	\$25	0.0%
Restricted Enrollment Fee (per occurrence)									
Returned Check Fee	\$20	\$30	50.0%	\$20	\$30	50.0%	\$20	\$30	50.0%
Returned Direct Debit Fee	\$20	\$30	50.0%	\$20	\$30	50.0%	\$20	\$30	50.0%

NON-TUITION RELATED FEES AND MISCELLANEOUS CHARGES									
Actual FY 2004 and Proposed FY 2005									
Non-Tuition-Related Fees & Miscellaneous Charges	SUI			ISU			UNI		
	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change	FY 2004	FY 2005	% Change
Senior Fee (optional)				\$2	\$2	0.0%	\$1		0.0%
Sponsored International Student Fee				5% of fees	5% of fees	0.0%	\$50	\$1	0.0%
Student Class Schedule Replacement									
Student Teaching Fee									
Study Aboard	\$600	\$600	0.0%				\$400	\$400	0.0%
Academic Year									
Administrative Fee	\$125	\$125	0.0%	\$95	\$95	0.0%	\$100	\$100	0.0%
Non-UI Sponsored Program Participants	\$400	\$400	0.0%				\$300	\$300	0.0%
One Semester									
Program Fee				\$300	\$300	0.0%			
Summer Session	\$175	\$175	0.0%				\$125	\$125	0.0%
Thesis Fee									
Doctorate	\$100	\$100	0.0%	\$70	\$70	0.0%	\$35	\$35	0.0%
Masters	\$175	\$175	0.0%	\$15	\$15	0.0%	\$25	\$25	0.0%
PhD, DMA	\$0	\$20	NEW						
Master's Thesis Publication Fee (hard copy)	\$0	\$65	NEW						
Electronic Essay & Graduate Publication Fee for Dr. of Musical Arts									
Transcript Fees									
First and Additional Copies	\$8	\$10	25.0%	\$8	\$10	25.0%	\$8	\$10	25.0%
Special Handling Charge (early transcript; partial transcript)	\$0	\$25	NEW						
Veterinary Medicine Advance Payment				\$300	\$500	66.7%			

**Current Rule (applies to all three universities)**

**681 – 1.1(262) Admission of undergraduate students directly from high school.**

Students desiring admission must meet the requirements in this section and also any special requirements for the curriculum, school, or college of their choice.

Applicants must submit a formal application for admission, together with a \$20 application fee for U.S. citizens or permanent residents for applicants to Iowa State University and the University of Northern Iowa or a \$30 application fee for applicants to the University of Iowa and a \$50 application fee for foreign students, and have their secondary school provide a transcript of their academic record, including credits and grades, rank in class, and certification of graduation. Applicants must also submit scores from the American College Test (ACT) or the Scholastic Aptitude Test (SAT), or the equivalent, as determined by each university. The Test of English as a Foreign language (TOEFL) is required of foreign students whose first language is not English. Applicants may be required to submit additional information or data to support their applications.

**Proposed Rule (applies to all three universities)**

**681 – 1.1(262) Admission of undergraduate students directly from high school.**

Students desiring admission to the University of Iowa, Iowa State University, or the University of Northern Iowa must meet the requirements in this section and also any special requirements for the curriculum, school, or college of their choice.

Applicants must submit a formal application for admission, together with ~~a \$20~~ the appropriate application fee as approved by the state board of regents pursuant to Iowa Code subsection 262.9(18) for U.S. citizens or permanent residents for applicants to ~~Iowa State University and the University of Northern Iowa~~ or a \$30 application fee for applicants to the University of Iowa and a \$50 application fee for foreign students, and have their secondary school provide a transcript of their academic record, including credits and grades, rank in class, and certification of graduation. Applicants must also submit scores from the American College Test (ACT) or the Scholastic Aptitude Test (SAT), or the equivalent, as determined by each university. The Test of English as a Foreign language (TOEFL) is required of foreign students whose first language is not English. Applicants may be required to submit additional information or data to support their applications.

**Current Rule (applies to all three universities)**

**681 – 1.2(262) Admission of undergraduate students by transfer from other colleges.** Students desiring admission must meet the requirements in this section and also any special requirements for the curriculum, school, or college of their choice.

Applicants must submit a formal application for admission, together with a \$20 application fee for U.S. citizens or permanent residents for applicants to Iowa State University and the University of Northern Iowa or a \$30 application fee for applicants to the University of Iowa and a \$50 application fee for foreign students, and request that each college they have attended send an official transcript of record to the admissions office. High school academic records and standardized test results may also be required. The Test of English as a Foreign language (TOEFL) is required of foreign students whose first language is not English.

**Proposed Rule (applies to all three universities)**

**681 – 1.2(262) Admission of undergraduate students by transfer from other colleges.** Students desiring admission to the University of Iowa, Iowa State University, or the University of Northern Iowa must meet the requirements in this section and also any special requirements for the curriculum, school, or college of their choice.

Applicants must submit a formal application for admission, together with a ~~\$20~~ the appropriate application fee as approved by the state board of regents pursuant to Iowa Code subsection 262.9(18) for U.S. citizens or permanent residents for applicants to ~~Iowa State University and the University of Northern Iowa~~ or a \$30 application fee for applicants to the University of Iowa and a \$50 application fee for foreign students, and request that each college they have attended send an official transcript of record to the admissions office. High school academic records and standardized test results may also be required. The Test of English as a Foreign language (TOEFL) is required of foreign students whose first language is not English.

**Current Rule (Iowa State University)**

**681 – 2.27(262) Graduate college.**

2.27(1) *Admission.* Admission to the graduate college may be granted to a graduate of an institution in the United States which is accredited by a recognized regional association. For information concerning graduate study in a particular academic discipline, prospective students are invited to correspond with the head of the department in which they wish to study.

Application forms are available from the Office of Admissions, 7 Beardshear Hall. These forms, together with official transcripts and a statement of quartile rank, should be forwarded to the Office of Admissions at least one month prior to the opening of the quarter in which the student wishes to matriculate. An application fee of \$10 is charged each applicant formally applying for admission to the graduate college. If the undergraduate degree is from Iowa State University or if the student is applying for nondegree admission, no application fee is assessed.

**Proposed Rule (Iowa State University)**

**681 – 2.27(262) Graduate college.**

2.27(1) *Admission.* Admission to the graduate college may be granted to a graduate of an institution in the United States which is accredited by a recognized regional association. For information concerning graduate study in a particular academic discipline, prospective students are invited to correspond with the head of the department in which they wish to study.

Application forms are available ~~from the Office of Admissions, 7 Beardshear Hall~~ at <http://www.admissions.iastate.edu//>. These forms, together with official transcripts, ~~the appropriate application fee as approved by the state board of regents pursuant to Iowa Code subsection 262.9(18)~~ and a statement of quartile rank, should be forwarded to the Office of Admissions at least one month prior to the opening of the quarter in which the student wishes to matriculate. ~~An application fee of \$10 is charged each applicant formally applying for admission to the graduate college.~~ If the undergraduate degree is from Iowa State University or if the student is applying for nondegree admission, no application fee is assessed.

### **Current Rule (Iowa State University)**

**681 – 2.27(6) *Nondegree admission.*** A graduate of a university or college in the United States may be granted nondegree admission in order to: (1) transfer graduate credit earned at Iowa State University to other institutions, (2) enroll occasionally in off-campus graduate courses, or (3) take graduate courses without pursuing an advanced degree.

Transfer from nondegree admission to full admission requires submission of complete academic records, recommendation by the department head and the approval of the graduate dean, and payment of an application fee of \$10 by those who do not have an undergraduate degree from Iowa State University.

For those students admitted to the graduate college for nondegree study, no more than 12 hours of graduate credit earned under the nondegree option may be applied if the student later chooses to undertake a degree option. The student's advisory committee will recommend which courses, if any, taken on a nondegree basis may be included in the program of study.

### **Proposed Rule (Iowa State University)**

**681 – 2.27(6) *Nondegree admission.*** A graduate of a university or college in the United States may be granted nondegree admission in order to: (1) transfer graduate credit earned at Iowa State University to other institutions, (2) enroll occasionally in off-campus graduate courses, or (3) take graduate courses without pursuing an advanced degree.

Transfer from nondegree admission to full admission requires submission of complete academic records, recommendation by the department head and the approval of the graduate dean, and payment of ~~an~~ the appropriate application fee as approved by the state board of regents pursuant to Iowa Code subsection 262.9(18) ~~of \$10~~ by those who do not have an undergraduate degree from Iowa State University.

For those students admitted to the graduate college for nondegree study, no more than 12 hours of graduate credit earned under the nondegree option may be applied if the student later chooses to undertake a degree option. The student's advisory committee will recommend which courses, if any, taken on a nondegree basis may be included in the program of study.