

UNF Board of Trustees

July 25, 2006

Issue: Tuition, Fees, Special Fees, Fines and Penalties Regulations

Proposed action: Approval

Background information:

The new tuition and fees regulations are being presented by the University for approval by the Board. After the full Board of Trustees has voted to adopt the select regulations (tuition and fee regulations) and the Board of Trustees has provided copies to the Board of Governors, the select regulations will become effective upon the Board of Governors' approval or 60 days after being provided to the Board of Governors, whichever occurs first.

These Tuition and Fees regulations include tuition and out-of-state fees, student fees, on-campus housing rates and the child development center rates previously approved by the Board of Trustees. They also incorporate the miscellaneous fees approved by the President in accord with the delegation provided him by the Board of Trustees. The new regulations recognize the role of the Board of Trustees in setting tuition and the various fees named. The regulation also recognizes the State's contributions to approve childcare.

Approval of this regulation also repeals the old Tuition and Fees rules previously published as Chapter 6C9-8 in the Administrative Code.

Attachments: Proposed Regulations

NOTICE OF REGULATION AMENDMENT

June 23, 2006

DEPARTMENT OF EDUCATION

Division of Universities
University of North Florida

REGULATION TITLE:

Schedule of Tuition and Fees

REGULATION NO.:

8.1001

SUMMARY:

The proposed regulation is being amended to set forth current tuition and fee amounts per credit hour that students will be assessed during the Fall 2006/Spring and Summer 2007 terms.

FULL TEXT:

The full text of the regulation amendment being proposed is attached.

AUTHORITY:

Resolution of the Florida Board of Governors dated January 7, 2003 and Florida Statutes and 1001.74 (10)(11) and 1009.24.

UNIVERSITY OFFICIAL INITIATING THE PROPOSED REGULATION AMENDMENT:

Thomas Serwatka, Vice President and Chief of Staff

INDIVIDUAL TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT:

Stephanie Howell, Paralegal, Office of the General Counsel, showell@unf.edu, phone (904)620-2828; fax (904)620-1044; Building 1, Room 2400, 4567 St. Johns Bluff Road South, Jacksonville, FL 32224.

Any comments regarding the amendment of the regulation must be sent in writing to the contact person on or before July 7, 2006 to receive full consideration.

8.1001 Schedule of Tuition and Fees.

(1) Tuition shall be defined as fees assessed to a student for enrollment in credit courses at the University of North Florida, in accordance with law, rules and policies of the Board of Governors and the University of North Florida Board of Trustees. Tuition consists of the following fees, depending on whether a student is a resident or non-resident:

(a) Resident tuition, comprised of the following, shall be defined as the fees charged an enrolled student who qualifies as a Florida resident as defined in applicable Florida laws and regulations:

1. Tuition;
2. Student Financial Aid Fee;
3. Capital Improvement Trust Fund Fee;
4. Building Fee;
5. Health Fee (which includes the Clinic, Counseling, Wellness and Medical Compliance Fees);
6. Athletic Fee; and
7. Activity and Service Fee.

(b) Out-of-State Fee, comprised of the following, shall be defined as the fees charged an enrolled student who does not qualify as a Florida resident as defined in applicable Florida laws and regulations:

1. Tuition;
2. Out-of-State Fee;
3. Student Financial Aid Fee;

4. Non-Resident Student Financial Aid Fee;
5. Capital Improvement Trust Fund Fee;
6. Building Fee;
7. Health Fee (which includes the Clinic, Counseling, Wellness and Medical Compliance Fees);
8. Athletic Fee; and
9. Activity and Service Fee.

(2) The following tuition shall be levied and collected effective for the Fall 2006 semester for each student regularly enrolled, unless provided otherwise by law or in this chapter.

- (a) Students will be assessed the following fees per credit hour:

Fee	FALL 2006/SPRING 2007/ SUMMER 2007			
	Undergraduate		Graduate	
	Resident	Non-Resident	Resident	Non-Resident
Tuition	\$ 73.71	\$ 73.71	\$ 206.17	\$206.17
Out-of-State Fee	\$ -	\$369.59	\$ -	\$563.18
Student Financial Aid	\$ 3.68	\$ 22.16	\$ 10.30	\$ 38.46
Capital Improvement Trust Fund	\$ 2.44	\$ 2.44	\$ 2.44	\$ 2.44
Building	\$ 2.32	\$ 2.32	\$ 2.32	\$ 2.32
Activity & Service	\$ 11.73	\$ 11.73	\$ 11.73	\$ 11.73
Health	\$ 5.62	\$ 5.62	\$ 5.62	\$ 5.62
Athletic	\$ 12.25	\$ 12.25	\$ 12.25	\$ 12.25
Total	\$ 111.75	\$499.82	\$250.83	\$842.17

(b) Nurse Anesthetist Students will be assessed the following fees per credit hour:

	Undergraduate		Graduate	
	Resident	Non-Resident	Resident	Non-Resident
Nurse Anesthetist	-	-	\$220.17	\$220.17
Out-of-State Fee	-	-	-	\$619.49
Student Financial Aid	-	-	\$ 11.00	\$ 41.98
Capital Improvement Trust Fund	-	-	\$ 2.44	\$ 2.44
Building	-	-	\$ 2.32	\$ 2.32
Activity & Service	-	-	\$ 11.73	\$ 11.73
Health	-	-	\$ 5.62	\$ 5.62
Athletic	-	-	\$ 12.25	\$ 12.25
Total	-	-	\$265.53	\$916.00

(c) Pursuant to Section 1009.285 F.S., each student enrolled in the same undergraduate course more than twice, shall be assessed an additional \$170.22 per credit hour charge in addition to the fees outlined above in paragraph (4)(a) for each course.

Authority: Resolution of the Florida Board of Governors dated January 7, 2003, F.S. 1001.74 (11) and F.S 1009.24.

History: New 5-2-04, Amended 10-20-05, Amended _____.

NOTICE OF REGULATION AMENDMENT

June 23, 2006

DEPARTMENT OF EDUCATION

Division of Universities
University of North Florida

REGULATION TITLE:

Special Fees, Fines and Penalties.

REGULATION NO.:

8.1002

SUMMARY:

The regulation is being amended in order to omit publishing of the specific housing and childcare rates in the regulation and to set forth website links to the respective departments which post the current fees and rates on-line. The regulation is also being amended in order to capture the increase in the Experiential Learning Fee which is part of the UNF Honors Program.

FULL TEXT:

The full text of the regulation being proposed is attached.

AUTHORITY:

Resolution of the Florida Board of Governors dated January 7, 2003 and Florida Statutes and 1001.74 (10)(11) and 1009.24.

UNIVERSITY OFFICIAL INITIATING THE PROPOSED REGULATION AMENDMENT:

Thomas Serwatka, Vice President and Chief of Staff

INDIVIDUAL TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT:

Stephanie Howell, Paralegal, Office of the General Counsel, showell@unf.edu, phone (904)620-2828; fax (904)620-1044; Building 1, Room 2400, 4567 St. Johns Bluff Road South, Jacksonville, FL 32224.

Any comments regarding the amendment of the regulation must be sent in writing to the contact person on or before July 7, 2006 to receive full consideration.

8.1002 Special Fees, Fines and Penalties.

The University of North Florida Board of Trustees must authorize all fees assessed, unless specifically delegated herein to the President. For purposes of clarification, the term “at cost” or “cost” as used in this regulation includes those increased costs that are directly related to the delivery of the goods or services. The University of North Florida Board of Trustees has delegated authority to the president to set the following fees, except those fees authorized in subsections (32) and (36), below, which require the approval of the board.

(1) Audit Registration Fees – Audit registration assures a course space for the student; however, no grade is awarded. This fee is the same as the resident tuition provided in Regulation 6C9-8.001.

(2) Registration of Zero Hours – Such registration provides for examinations, graduations, use of facilities, etc., when deemed appropriate by the University. A student will not be assessed resident tuition.

(3) Application Fee – Individuals who make application for admission to the University of North Florida shall pay a non-fundable Application Fee of \$30.00 for paper applications and \$20.00 for electronic applications. This fee will be waived for applicants who can document that they have received a fee waiver because of economic need as determined by the College Board or the American College Testing Program.

(4) Admission Deposit – Individuals accepted for admission to the University of North Florida may be required to pay a \$200 deposit to secure their admission to the University. Upon enrollment, this admission deposit will be used as a partial payment of the student’s tuition. Should the individual not enroll in the University, the deposit is non-refundable. This fee will be waived for applicants who can document that they have received a fee waiver because

of economic need as determined by the College Board or the American College Testing Program.

(5) Continuing Education Course Fees – Any fees charged students for continuing education credit activities, which are higher than the normal approved fees for similar credit activities offered in the regular on-campus program, shall be established solely for the purpose of recovering all increased costs which result from offering these courses as continuing education activities.

(6) Late Registration Fee – The University will assess a late registration fee against students who fail to initiate registration in the regular registration period. The fee shall be \$75.00. The University will waive the late registration fee when imposition of a fee would be unjust due to extenuating circumstances.

(7) Late Payment Fee – The University will assess a late payment fee to students who fail to pay or make appropriate arrangements for payment (by means of installment payment, deferment or third-party billing), of tuition deadlines set by the University. The fee shall be \$75.00.

(8) Service Charge – The University will assess a \$10.00 service charge for the payment of tuition installments.

(9) Library Fines - \$.25 per book or unit, per day, up to \$5.00 maximum

(10) Overdue Reserve Library Books - \$1.00 per book or unit item, per hour, up to \$5.00 maximum.

(11) Overdue Recalled Library Items - \$1.00 per book or unit, per day, in addition to any other fines or penalties, up to \$5.00 maximum.

(12) Overdue ILL Items - \$1.00 per book or unit, per day, up to \$5.00 maximum.

- (13) Late Equipment Fee - \$.25 per item, per day.
- (14) Security/Access/Identification Card; Duplicate:
 - (a) Annual \$ 7.00; and
 - (b) Duplicates \$15.00.
- (15) Duplicating/Photocopying fee for personal use only – cost.
- (16) Standardized Tests – The fee for all standardized test (GRE, URE, etc.,) will

consist of the costs of administering the tests.

- (17) Binding Fee – (Thesis and Dissertation) – cost.
- (18) Microfilm Fee (Thesis and Dissertation) – cost.
- (19) Copyright Fee (Dissertation) – cost.
- (20) All breakage and lost library materials – cost.
- (21) Lost Keys/cylinder change – cost.
- (22) Equipment Damage and Loss – cost.
- (23) Interlibrary Loans/Literature Searches – cost.
- (24) Facilities/Equipment Use Charge – cost.
- (25) Orientation Fee - \$35.
- (26) Transcript Fee – Per item \$5.00.
- (27) Diploma Replacement Fee – Per item \$10.00.
- (28) Off-Campus Educational Activities – The University will assess fees for off-

campus course offerings when the location results in specific, identifiable increased costs to the university. These fees will be in addition to the regular student credit hour fees charged to students enrolling in these courses on-campus. The additional fees charged are for the purpose of recovering the increased costs resulting from off-campus offerings.

(29) Material and Supply Fees – The University will assess material and supply fees not to exceed the amount necessary to offset the cost of materials or supply items which are consumed in the course of the student’s instructional activities, excluding the cost of equipment, equipment repairs and maintenance. The University shall assess an Experiential Learning Fee of \$ 200.00 per academic year for participation in the UNF Honors Program to cover the increased costs of special programs and activities included in the Honors Program curriculum.

(30) Miscellaneous Health Fees – The University will assess fees for miscellaneous health-related services provided at cost by the UNF Student Health Center which are not covered by the health fee set under Regulation 6C9-8.1001.

(31) Credit Card Convenience Fee – The University will charge a convenience fee of 1.5% of the transaction amount for the use of credit cards for web-originated financial transactions.

(32) Housing Rental Rates and Supplemental Charges – Basic rates for housing rental and supplemental charges are set by the University of North Florida Board of Trustees. Current housing rental rates and supplementary housing charges are available for viewing at Housing’s website, http://www.unfhousing.com/room_rates.asp or on the Housing Room Rates Sheets distributed by Housing Operations.

(33) Returned Check Fee – The University will assess a service charge as authorized by Section 832.07(1), F.S., for unpaid checks returned to the university.

(34) Collection Costs – The University will assess a charge representing reasonable cost of collection efforts to effect payment for overdue accounts. Collection costs will be assessed to the student for collection of debts owed the University not secured by a promissory note or contract.

(35) Loan Service Charge – The University will assess a \$20.00 service charge on University loans in lieu of interest and administrative handling.

(36) Education Research Center for Child Development Fee – Pursuant to Section 1011.48, F.S., the University of North Florida Child Development Research Center will charge fees for the care and services it provides. Such fees may be imposed on a sliding scale on ability to pay or any other factors deemed relevant. A current fee schedule is available at the Center's website, <http://www.unf.edu/dept/cdrc/>.

*Authority: Resolution of the Florida Board of Governors dated January 7, 2003, F.S. 1001.74 (11), FS. 1001.74(24), F.S. 1009.24, F.S. 1009.25, F.S. 1009.26, F.S. 1009.27, F.S. 1011.48(3).
History – New 5-2-04, Amended 3-20-05, Amended 10-20-05 ; Amended _____.*