



University of Toronto TORONTO ONTARIO M5S 1A1

VICE-PROVOST, PLANNING AND BUDGET

TO: Business Board

SPONSOR: Safwat Zaky, Vice-Provost, Planning & Budget
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DATE: February 11, 2005 for meeting on February 28, 2005

AGENDA ITEM: 9(a)

ITEM IDENTIFICATION:

Category 6, Administrative User Fees and Fines, 2005-2006
Items for information

JURISDICTIONAL INFORMATION:

The University's Policy on Ancillary Fees makes provision in category 6 for a University Schedule of User Fees and Fines. A copy of the policy is attached (Attachment A).

Under the policy, the fees and fines shown on the Schedule may be adjusted annually by administrative authority of the Vice-Provost, Planning and Budget, provided that the adjustments relate to the cost of the services provided. These adjustments are to be reported annually to the business board for information.

A new University Schedule of Administrative User Fees and Fines for 2005-2006 (Attachment B) is attached to item 8 for the Business Board's information.

PREVIOUS ACTION TAKEN:

The Schedule comes forward annually.

HIGHLIGHTS:

These fees include fees for special registration arrangements, optional copies of records, special arrangements relating to examinations, placement fees, library fines, application fees and other services. None of these fees is subject to the MTCU policy on ancillary fee protocols.

Details of the changes to the schedule are given on the following pages.

FINANCIAL AND/OR PLANNING IMPLICATIONS:

In 2003-2004, these fees produced \$9,884,612 in income for the University's academic divisions, which closely matched the costs of providing the relevant services.

FOR INFORMATION

The University's policy permits administrative user fees to increase annually to reflect the cost of services provided. The following divisions are proposing increases to existing fees:

Request 1

6.2 Records and Documents

SGS is requesting the binding of doctoral thesis be increased to \$20. Reports from Robarts Library indicate that vendor's prices for commercial binding have increased by approximately 40% over the past 10 years. Local commercial binders in Toronto now charge \$30 per thesis. The present funding does not cover the in-house costs associated with processing and an increase to \$20 is recommended.

	2005-06	2004-05	Percent increase
Binding of doctoral thesis and abstract	20.00	15.00	33.33%

Request 2

6.2 Records and Documents

The University Registrar is requesting that the diploma mailing fee be increased to \$20 to destinations in Canada, \$40 to the U.S.A., and \$60 to International destinations. The current fee of \$10 has not kept pace with the increases in postal rates. This fee structure is comparable to other public research institutions in Ontario. Please note this new fee does not take into account the approximately 300 diplomas mailed free of charge for degrees conferred 'in absentia' in March.

	2005-06	2004-05	Percent increase
Mailing of Diploma			
within Canada	20.00	10.00	100.00%
to USA	40.00	10.00	
to International destinations	60.00	10.00	

Request 3

6.4 Placement Fees

UTSC is proposing the following increases in its co-op programs:

Program	2005-06	2004-05	Percent change
Department of Humanities**			
Arts Management, Year 1 entry	312.00	297.00	5.05%
Arts Management, Year 2 entry	413.00	394.00	4.82%
Humanities Co-op, Year 1 entry	312.00	297.00	5.05%
Humanities, Year 2 entry	413.00	394.00	4.82%
Department of Life Sciences			
Cell & Molecular Biology, Year 1 entry	312.00	297.00	5.05%
Cell & Molecular Biology, Year 2 entry	413.00	394.00	4.82%
Psychology & its Applications, Year 1 entry	312.00	297.00	5.05%
Psychology & its Applications, Year 2 entry	413.00	394.00	4.82%
Neuroscience Year 1 entry	312.00	297.00	5.05%
Neuroscience Year 2 entry	413.00	394.00	4.82%

Division of Management			
Management (including Economic Policy), Year 1 entry	388.00	370.00	4.86%
Management (including Economic Policy), Year 2 entry	513.00	488.00	5.12%
Department of Physical and Environmental Sciences			
Computer Science, Year 1 entry	388.00	370.00	4.86%
Computer Science, Year 2 entry	513.00	488.00	5.12%
Physical Sciences, Year 1 entry	388.00	370.00	4.86%
Physical Sciences, Year 2 entry	513.00	488.00	5.12%
Department of Social Sciences			
International Dev. St., Year 1 entry	388.00	370.00	4.86%
International Dev. St., Year 2 entry	513.00	488.00	5.12%
Social Sciences, Year 1 entry	312.00	297.00	5.05%
Social Sciences, Year 2 entry	413.00	394.00	4.82%
Teaching Placement	41.00	39.00	5.13%

Request 4

6.4 Placement Fees

Woodsworth College is proposing the following changes to its International Programs:

Program	2005-06	2004-05	Percent change
Brno, Central Europe Course Fee			
including field trips and residence	1,603.00	1,283.00	24.94%
Hong Kong Summer Program Course Fee	863.00	839.00	2.86%
Oxford Course Fee	783.00	813.00	-3.69%
Siena Summer Program Course Fee	1,063.00	913.00	16.43%
Tours Program Course Fee	863.00	813.00	6.15%

This is the second year that Woodsworth is offering the Brno program. In the first year, Woodsworth subsidized the cost. This year the participants are asked to pay for the full cost. The host institution who provides the academic instruction also had an increase in their tuition.

Woodsworth has added additional on-site student support to the 2005-06 Siena Program. The host institution who provides the academic instruction also had an increase in their tuition.

Request 5

6.6 Other

The University Registrar is requesting a \$5 increase to the Student System Access Fee to cover the cost of improvements and added features to the web-based system. Over the past two years the university has enhanced registration and improved web service for students. Further improvements are under development.

	2005-06	2004-05	Percent change
Student System Access Fee	20.00	15.00	33.33%

Request 6**6.6 Other**

The Faculty of Dentistry proposes changes to its laundry fees.

	2005-06	2004-05	Percent change
Dentistry Laundry:			
Qualifying Year Year 1	506.00	494.00	2.4%
Qualifying Year Year 2	506.00	494.00	2.4%
Year 1	189.00	184.00	2.7%
Year 2	379.00	370.00	2.4%
Year 3	506.00	494.00	2.4%
Year 4	506.00	494.00	2.4%
Anaesthesia	336.00	328.00	2.4%
Endodontics	253.00	247.00	2.4%
Oral Pathology	36.00	35.00	2.9%
Oral Radiology	105.00	102.00	2.9%
Orthodontics	223.00	218.00	2.3%
Paediatric Dentistry	296.00	289.00	2.4%
Periodontics	543.00	530.00	2.5%
Prosthodontics	304.00	297.00	2.4%

Request 7**6.7 Application Fees**

The Faculty of Architecture Landscape and Design requests a \$5 increase in their portfolio assessment fee to reflect the increased cost involved in portfolio assessment.

	2005-06	2004-05	Percent change
Architecture Portfolio assessment	115.00	110.00	4.55%

Request 8**6.7 Application Fees**

The Faculty of Dentistry requests a \$30 increase in their application fee for the DDS and Qualifying Programs. Up to now dentistry has asked the interviewers to voluntarily participate in a full day of interviews. They are having difficulty getting enough people with the appropriate background to participate and wish to offer the interviewers a stipend of \$30 for their time.

	2005-06	2004-05	Percent change
Dentistry - DDS and QP	230.00	200.00	15.00%

Request 9

6.7 Application Fees

The Faculty of Law tentatively requests a change to their application fee. The Faculty participates in a centralized application process in Guelph with the other Ontario law schools (OLSAS). Currently the OLSAS application fee is \$225 which includes an application to one law school. An application to an additional law school costs \$50.

This year, the Faculty understands that other law schools would like to raise the "per school" application fee from \$50 to \$75. They will confirm whether this was approved by the other law schools by mid-February.

Law	75.00	50.00	50.00%
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