



University of Toronto

OFFICE OF THE VICE-PROVOST PLANNING AND BUDGET

TO: **Business Board**

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DATE: February 20, 2009 for meeting on March 23, 2009

AGENDA ITEM: **5(a)**

ITEM IDENTIFICATION:

Category 6, Administrative User Fees and Fines, 2009-2010 - Items for Approval

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 introduction or removal of a fee from the Schedule must be submitted to the Business board for review and approval.

A new University Schedule of Administrative User Fees and Fines for 2009-2010 (Attachment B) is attached for the Business Board's information.

PREVIOUS ACTION TAKEN:

The Schedule comes forward annually.

HIGHLIGHTS:

Category 6 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 new fees and the fees to be removed are given on the following pages.

FINANCIAL AND/OR PLANNING IMPLICATIONS:

In 2007-2008, these fees produced \$13,528,320 in income for the University's academic divisions, which closely matched the costs of providing the relevant services.

FOR APPROVAL:

The University's policy requires that requests for the addition of fees to the schedule be submitted to the Business Board for review and approval:

There are four requests for new fees to be added to the schedule:

Request 1 Faculty of Arts & Science

Woodsworth College within the Faculty of Arts & Science is offering two new locations for its Summer Abroad Program to China. The fee will cover additional administrative costs for running the program.

6.6 Other user fee or fine	2009-10
Woodsworth Summer Abroad Site Service Fees - China (Shanghai & Beijing)	\$1,244

Request 2 Faculty of Dentistry

The Faculty of Dentistry is proposing a set of administration fees to be charged to visiting Doctor of Dental Surgery (DDS) students. This is a new elective program that the Faculty is offering. The Faculty of Dentistry has developed this all inclusive elective program in consultation with the Dental Departments in the fully affiliated teaching hospitals for both undergraduate and postgraduate students to attend our programs on an elective basis. The duration of the elective period can vary from one week to an entire year for Clinical Fellows. This program will allow students the opportunity to fully participate in the educational programs offered at the Faculty of Dentistry, University of Toronto or its affiliated teaching hospitals in order to enhance their education. This can enhance the global dissemination of new skills and technologies as practiced at the Faculty of Dentistry, University of Toronto.

6.6 Other user fee or fine	2009-10
Dental Trainees Visiting DDS Student Course Fee 1-2 weeks	\$220
Dental Trainees Visiting DDS Student Course Fee 3-4 weeks	\$290
Dental Trainees Visiting DDS Student Course Fee 5-6 weeks	\$360
Dental Trainees Visiting DDS Student Course Fee 7-8 weeks	\$440
Dental Trainees Visiting DDS Student Course Fee 9-16 weeks	\$1,000
Dental Trainees Visiting DDS Student Course Fee 17-24 weeks	\$5,000
Dental Trainees Visiting DDS Student Course Fee 25-36 weeks	\$10,000
Dental Trainees Visiting DDS Student Course Fee 36-52 weeks	\$15,000

Request 3 Faculty of Nursing

The Faculty of Nursing is proposing an administration fee of \$1,000 per application to be charged to students seeking an out of province clinical placement. The fee will cover additional administrative costs related to compliance with the respective provincial accreditation standards.

6.6 Other user fee or fine	2009-10
Out of Province Clinical Placement Fee for Compliance With Respective Provincial Accreditation Standards	\$1,000

Request 4 Ontario Institute for Studies in Education (OISE/UT)

OISE/UT is proposing an application fee of \$250 per application to recover the administrative cost of application processing for the Technical Studies and Apprenticeship Programs. Because of the nature of the program, there are relatively complex decision rules and verification steps associated with the application review and admissions process. Based on historical numbers of applications, the cost is approximately \$400 per applicant. As the first step, OISE/UT proposes a separate application fee of \$250 for this program.

6.7 Application Fee	2009-10
Technical Studies and Apprenticeship Programs	\$250

The University's policy requires that requests for removal of fees be submitted to the Business Board for review and approval:

There are three requests for fees to be removed from the schedule.

Request 1 Faculty of Arts & Science

The Department of Economics will no longer charge \$50 for a qualifying examination.

6.3 Examination and grades (excluding initial grade reports)	2008-09	2009-10
Qualifying Examination – Economics	\$50	n/a

Request 2 Faculty of Arts & Science

Woodsworth College is no longer offering its Summer Abroad Program in Russia (Moscow).

6.6 Other user fee or fine	2008-09	2009-10
Summer Abroad Site Service Fees - Russia (Moscow) full course fee	\$1,186	n/a

Request 3 Faculty of Medicine

Faculty of Medicine will no longer charge \$50 clinical fee per placement for international students in the Department of Physical Therapy.

6.4 Co-op program placement fees	2008-09	2009-10
Clinical Fee per Placement- U of T Students, International Placement	\$50	n/a

RECOMMENDATION:

The Business Board approve

1. That the Woodsworth Summer Abroad Site Service Fee – China (Shanghai and Beijing) be added to the Administrative User Fee Schedule.
2. That the Faculty of Dentistry Dental Trainees Visiting DDS Student Course Fee be added to the Administrative User Fee Schedule.
3. That the Faculty of Nursing Out-of-Province Clinical Placement Fee be added to the Administrative User Fee Schedule.
4. That the OISE Technical Studies and Apprenticeship Programs Application Fee be added to the Administrative User Fee Schedule.
5. That the Economics Qualifying Examination Fee be removed from the Administrative User Fee Schedule.
6. That the Woodsworth Summer Abroad Site Service Fee – Russia (Moscow) be removed from the Administrative User Fee Schedule.
7. That the Faculty of Medicine Physical Therapy Clinical Fee per Placement- U of T Students, International Placement be removed from the Administrative User Fee Schedule.