



TO: Business Board
SPONSOR: Professor Scott Mabury, Vice-President, University Operations
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DATE: February 25 for meeting on March 4, 2013
AGENDA ITEM: 3 (a.)

ITEM IDENTIFICATION:

Category 6, Administrative User Fees and Fines, 2013-14: Items for approval

PREVIOUS ACTION TAKEN:

The Schedule comes forward annually.

JURISDICTIONAL INFORMATION:

The University's Policy on Ancillary Fees makes provision in Category 6 for a University Schedule of User Fees and Fines. 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 Schedule of Administrative User Fees and Fines for 2013- 14 is attached.

PREVIOUS ACTION TAKEN:

The Administrative Review of Category 5 and 6 Ancillary Fees Report was presented to Business Board for information on January 28, 2013. It is also attached to this report.

The Category 6 Schedule of User Fees and Fines 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. The new Category 6 fees proposed for 2013-14 have been reviewed and are deemed to comply with MTCU Guidelines and University Policy.

Details of new fees are included in Appendix A, and fees to be removed are included in Appendix B. The complete schedule of Category 6 fees is included in Appendix C.

FINANCIAL AND/OR PLANNING IMPLICATIONS:

In 2011-2012, these fees produced \$18,578,013 in income for the University's academic divisions, which closely matched the costs of providing the relevant services.

RECOMMENDATION

Be It Resolved

THAT the fees listed in Appendix A of the Report entitled *Category 6, Administrative User Fees and Fines, 2013-14* be added to the Administrative User Fees and Fines Schedule for 2013-14.

THAT the fees listed in Appendix B of the Report entitled *Category 6, Administrative User Fees and Fines, 2013-14* be removed from the Administrative User Fees and Fines Schedule for 2013-14.