

**WESTERN WASHINGTON UNIVERSITY  
FEE REVIEW AND APPROVAL PROCESS/SCHEDULE**

	Special Committee REVIEW and RECOMMENDATION REQUIRED			Vice President(s) Review/ Division	University Fee Committee Review	PC (President) Review and Approval REQUIRED	BOARD ACTION	BOARD MEETING	Recommendation to the President for Board Consideration	Restrictions on Increases	
	Committee/ Group	Representation Faculty Students Admin									
<b>TUITION FEES</b>											
Operating Fee	UPRC	yes	yes	yes	no	no	yes	yes	April even-numbered yrs	President <sup>1</sup>	Legislative Limits on UG resident tuition
Capital Building Fee	modifications to capital building fee are linked to the Tuition Operating Fee				no	no	yes	yes	June odd-numbered yrs		
<b>MANDATORY STUDENT FEES</b>											
Service and Activity Fee	S&A Fee	yes	yes	yes	yes/SA	no <sup>7</sup>	yes	yes	June <sup>6</sup>	Student Affairs	UG Tuition/Bond
Student Health Services Fee	Counseling, Health & Wellness Services Advisory/ AS Board	yes	yes	yes	yes/SA	no <sup>7</sup>	yes	yes <sup>3</sup>	June <sup>6</sup>	Student Affairs	Cover Costs
Student Technology Fee	AS Board/Student Tech. Committee/ Student Vote <sup>5</sup>	no	yes	yes	yes/SA	no <sup>7</sup>	yes	yes	June <sup>6</sup>	Student Affairs	None
Non Academic Building Fee <sup>2</sup>	AS	no	yes	yes	yes/SA	no <sup>7</sup>	yes	yes	June <sup>6</sup>	Student Affairs	Bond/Cover Costs
Student Recreation Fee (S&A Fee) <sup>2</sup>	Campus Rec Advisory Group (S&A Fee)	yes	yes	yes	yes/SA	no <sup>7</sup>	yes	yes	June <sup>6</sup>	Student Affairs	Bond/Cover Costs/ UG tuition
Renewable Energy Fee	Student Vote	no	yes	yes	yes/SA	no <sup>7</sup>	yes	yes	June <sup>6</sup>	Student Affairs	Student Approval/Cover Costs
Alternative Transportation Fee	AS	no	yes	yes	yes/SA	no <sup>7</sup>	yes	yes	June <sup>6</sup>	Student Affairs	Student Approval/Cover Costs
Legislative Action Fee	AS	no	yes	no	no	no <sup>7</sup>	no	no	no	no	Student Approval
<b>ACADEMIC SELF-SUSTAINING PROGRAM FEES (FOR CREDIT and NON-CREDIT)</b>											
Summer Session	AA Fee Committee	yes	yes	yes	yes/AA	yes	yes	yes	June	Academic Affairs	Acad Yr Tuition
Extended Education & Other		yes	yes	yes	yes/AA	yes	yes	yes	June <sup>6</sup>	Academic Affairs	Cover Costs
<b>COURSE AND LAB FEES</b>											
	AA Fee Committee	yes	yes	yes	yes/AA	yes	yes		<i>delegation of authority to establish schedule of fees transferred from Board to President (April 2004)</i>		I-960 ?
<b>HOUSING AND DINING RATES</b>											
Residence Hall rates	Residence Hall Association (RHA)	yes	yes	yes	yes/SA	yes	yes	yes	April <sup>6</sup>	Student Affairs	Bond/Cover Costs
Birnam Wood Apartment rental rates											
<b>PARKING FEES AND CITATIONS</b>											
	Transportation Planning Initiatives Task Force (TPITF)	yes	yes	yes	yes/BFA	no	yes		<i>delegation of authority to establish schedule of fees transferred from Board to President (June 2004)</i>		Cover Costs/ (future bonds)
<b>SELECT MISCELLANEOUS SERVICE FEES RELATED TO STUDENTS</b>											
Application Fee	Admissions Office with Statewide Discussion	no	no	yes	yes/SA	yes	yes	no			Cover Costs
Enrollment and Orientation Fee	First Year Experience	yes <sup>4</sup>	yes <sup>4</sup>	yes	yes/SA	yes	yes	no			Cover Costs
Late Fees	Internal	yes <sup>4</sup>	yes <sup>4</sup>	yes	yes/SA & BFA	yes	yes	no			Cover Costs
Transcript Fees	Internal	yes <sup>4</sup>	yes <sup>4</sup>	yes	yes/SA	yes	yes	no			Cover Costs
Graduation Fees	Internal	yes <sup>4</sup>	yes <sup>4</sup>	yes	yes/SA	yes	yes	no			Cover Costs
<b>DEPARTMENTAL SERVICE FEES</b>											
	Internal	yes <sup>4</sup>	no	yes	yes/various	yes	yes	no			Cover Costs

<sup>1</sup> the Budget Office

<sup>2</sup> On any of the fees related to bonds, BFA is available in an advisory capacity to assist with obtaining interpretation of bond requirements

<sup>3</sup> Board approval is not required by the Board Rules of Operation. Historically, Board approval has been indicated since this is a mandatory student fee.

<sup>4</sup> Consulted as appropriate

<sup>5</sup> The Student Technology Committee (STC) recommends expenditure of these revenue. AS Board recommends the fee level and applicable sunset date.

<sup>6</sup> These fees are approved for the academic year and summer session following the academic year.

<sup>7</sup> These fees are reported by the University Fee Committee for inclusion in the WWU Fees and Rates Book