



UNIVERSITY OF MINNESOTA
BOARD OF REGENTS POLICY

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Administrative

STUDENT SERVICES FEE

Adopted: July 9, 1982

Amended: June 12, 1987; February 12, 1999;

June 10, 2005

STUDENT SERVICES FEE

SECTION I. SCOPE.

This policy governs assessment of the University of Minnesota (University) student services fee, which funds non-instructional programs and activities; supplements the academic curriculum; and is an integral part of the University's educational experience.

SECTION II. DEFINITIONS.

Subd. 1. Student Services Fee. *Student services fee* shall mean the mandatory annual fee assessed on designated students to provide funding for student programs, activities, and services on each campus.

Subd. 2. Student Services Fee Committee. *Student Services Fee Committee* shall mean the committee established on each campus to review and recommend annually the student services fee.

Subd. 3. Designated Students. *Designated students* shall mean all students registered for:

- (a) six or more credits per semester; or
- (b) three or more credits per summer session.

Credits for off-campus distance classes are excluded from the total credit count.

SECTION III. GUIDING PRINCIPLES.

The following principles shall guide the assessment of the student services fee:

(a) Fee-supported programs, activities, and services shall be available to all students assessed the fee.

(b) All persons involved in the development of the student services fee shall recognize the relationship of the student services fee to the total tuition and other costs of education for students.



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(c) The University's educational mission is well served when students have the means to engage in dynamic discussions of diverse topics in their extracurricular campus life.

(d) Decisions regarding the allocation of fees among student groups shall be made in a viewpoint-neutral manner.

SECTION IV. ASSESSMENT AND USE OF THE STUDENT SERVICES FEE.

Subd. 1. Assessment. The student services fee shall be assessed on all designated students.

Subd. 2. Fee Exemptions. The following students shall be exempt from assessment of the student services fee:

- (a) non-degree seeking students;
- (b) post-secondary education option students and concurrent high school enrollment program students;
- (c) those students not designated, as defined in Section II; and
- (d) others as approved by the president or delegate.

Subd. 3. Special Assessments. Special assessments of the student services fee may be authorized by the Student Services Fee Committee for clearly defined classes of students.

Subd. 4. Optional Fees. Registered students exempt from paying the student services fee have the option of paying the full student services fee or paying optional fees if offered by individual fee-receiving units.

Subd. 5. Prohibited Uses. The student services fee may not be used to fund courses or activities for which academic credit is offered within a department where credit is the primary focus of the course or activity.

Subd. 6. Capital Improvements. A request for funding of a capital improvement shall be approved by the Student Services Fee Committee on each campus. Such improvements shall not be subject to revision except in the most severe circumstances.



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SECTION V. STUDENT SERVICES FEE COMMITTEE.

The Student Services Fee Committee established on each campus shall adhere to the following:

Subd. 1. Representation. The Student Services Fee Committee shall have at least a student majority, and all members shall have the right to vote. Student, faculty, and administrative staff members shall be appointed under Student Services Fee Committee procedures in effect on each campus.

Subd. 2. Validation of Fee Payment. Student members of the Student Services Fee Committee shall demonstrate payment of the student services fee each semester of their appointment. Summer session payment is not required.

Subd. 3. Administrative Assistance. Each Student Services Fee Committee shall receive administrative assistance from the respective campus administrations and student associations.

SECTION VI. DELEGATION OF AUTHORITY.

Subd. 1. Recommendations. The president shall recommend for Board of Regents action student services fees for each campus in the *Annual Operating Budget*.