## FLORIDA BOARD OF GOVERNORS NOTICE OF PROPOSED AMENDED REGULATION

DATE: June 24, 2021

REGULATION NUMBER AND TITLE: 7.003 Fees, Fines and Penalties

## SUMMARY:

7.003 Fees, Fines and Penalties.

- (1) The Board of Governors must authorize all fees assessed to students. Accordingly, the specific fees listed in this section, and the tuition and associated fees defined in Regulation 7.001, are the only fees that may be charged for state fundable credit hours without the specific approval of the board, except as authorized in Regulation 8.002. For purposes of clarification, the term "at cost" or "cost" as used in this regulation includes those increased costs that are directly related to the delivery of the goods, services, or programs.
- (2) Each university board of trustees is authorized to assess the following fees at the statutory amounts listed:
  - (a) Security / Access / Identification Card, Duplicate Security / Access / Identification Card, Fee Card, or Passbook:

- Student and Other Fee Trust Fund. Provisions may be made to waive the application fee as specified by the university.
- (j) Late Registration Fee -- Universities shall assess a Late Registration Fee to students who fail to register before the end of the regular registration period. This fee may also be assessed to students reinstated after their course schedules were cancelled due to non-payment of fees. The fee shall be not less than \$50 nor more than \$100 with a minimum of 50 percent budgeted to the Student and Other Fee Trust Funds and the balance budgeted in an Auxiliary Trust Fund. Provisions may be made to waive the Late Registration Fee as specified by the university.

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submitted by the student government association legislative body. The university president shall have 15 school days from the date of presentation of the budget to act on the allocation and expenditure recommendations, which shall be deemed approved if no action is taken within the 15 school days. If any line

and out-of-state fees for nonresident students. The fee for resident students shall be limited to an increase of \$2 per credit hour over the prior year, and any proposed fee increases or decreases must be approved by the Board of Governors. No project proposed by a university which is to be funded by this fee shall be submitted to the Board of Governors for approval without prior consultation with the student government association of that university.

(17) Student Financial Aid Fee Each university board of trustees is authorized to collect for financial aid purposes an amount not to exceed 5 percent of the tuition and out-of-state fee. The revenues from fees are to remain at each university. A minimum of 75 percent of funds from the student financial aid fee shall be used to provide financial aid based on demonstrated financial need. Each university shall report annually to the Board of Governors on the revenue collected pursuant to this subsection, the amount carried forward, the criteria used to make awards, the amount and number of awards for each criterion, and a delineation of the distribution of such awards. The report shall include an assessment by category of the financial need of every student who receives an award, regardless of thrnc co7912 0 612 792 re1 aeac2yl99ng0 G[us)7(ed t)-3(o)-3( m)3(ak)-3(e aw)3

- (20) Each university board of trustees is authorized to assess an international student service fee to cover the university costs associated with reporting requirements of the Student and Exchange Visitor Information System administered by the Department of Homeland Security for F-Visa and J-Visa degree seeking students.
- (21) Excess Hour Fee This fee shall be budgeted in the Student and Other Fee Trust Fund.
  - (a) State universities shall require a student to pay an excess hour surcharge for each credit hour in excess of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled. Each university must calculate an excess hour threshold for each student based on the number of credit hours required for the degree. For any student who changes degree programs, the excess hour threshold must be adjusted only if the number of credit hours required to complete the new degree program exceeds that of the original degree program.
  - (b) All state university undergraduate students who entered a postsecondary undergraduate program at any Florida public institution of higher education as a first-time-in-college student in fall 2009 or thereafter and prior to fall 2011 shall pay an excess hour fee equal to 50 percent of the undergraduate tuition P 92 reW\*nBT/ F1 12 Tf1 0 0 1 144.0F1 19

- 8. Credit hours earned in military science courses that are part of
- 9. Credit hours earned or taken for the civics literacy competency requirement.
- (22) Convenience fee Each university board of trustees may establish a convenience fee when accepting payments by credit cards, charge cards, and debit cards. The fee shall not be greater than the cost of providing the service. The fee is not refundable to the payor.
- (23) Before the Board of Governors
  university board of trustees shall notify the board of any potential new fees that
  are being considered by the university. A university board of trustees may then
  submit a proposal for a new fee not currently authorized in board regulation or
  statute to the budget committee for consideration by the
  committee during a June meeting.
  - (a) The proposal shall be submitted in a format designated by the chancellor, and include at a minimum:
    - 1. The purpose to be served or accomplished with the fee.
    - 2. The demonstrable student-based need for the fee that is currently not being met through existing university services, operations or another fee.
    - 3. The process used to assure substantial student input or involvement.
    - 4. Any proposed restrictions, limitations, or conditions to be placed on the fee.
    - 5. The financial impact of the fee on students, including those with financial need.
    - 6. The estimated revenue to be collected and proposed expenditures for the new fee.
    - 7. The outcome measures that will be implemented to determine when the purpose of the fee will be accomplished.
  - (b) The aggregate sum of any fees approved by the board that a student is required to pay to register for a course shall not exceed 10 percent of tuition. All other fees shall be based on cost.
  - (c) The fee can only be implemented in the fall term.
  - (d) The revenue generated by this fee may not be transferred to an auxiliary enterprise or a direct-support organization and may not be used to pay or secure debt.
  - (e) The university shall account for the revenue and detailed expenditures of this fee in the Annual Report.
  - (f) The fee cannot be an extension of, or cover the same services, as an existing statutory fee.
  - (g) The fee cannot be utilized to create additional bonding capacity in an existing fee.

- (h) The fee should support a new service or activity that is not currently supported or should be supported with education and general funds (state and tuition).
- (i) The fee shall not supplant revenue from other sources that are currently used or have been used to support a service or activity.
- (j) The fee should support a service or activity in which a majority of students is able to participate or from which derive a benefit.
- (k) Once the board approves a fee under this section, a university fee committee shall be established similar to other existing fee committees.
- (I) The board will act upon the budget committee recommendation at the next scheduled meeting.
- (m) Every five years the university board of trustees shall review the fee to determine if the fee has met its intended outcomes and whether the fee should be increased, decreased or discontinued. The university board of trustees shall submit its findings to the board. Any subsequent decreases or continuation in these fees are delegated to the university board of trustees, with notification to the chancellor.

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calendar days the university board of trustees may request reconsideration by the b

consist of the chair of the board and the chair of each board committee. The Tuition Appeals Committee will meet within ten calendar days after the Board of Governors denial to consider a university board of trustees request for reconsideration.

- (24) Pursuant to subparagraph (23), the university boards of trustees designated below are authorized to assess the following fees:
  - (a) Green Fee This fee may be assessed to establish or improve the use of renewable energy technologies or energy efficiencies that lower the
    - 1. University of South Florida: up to \$1.00 per credit hour
    - 2. New College of Florida: up to \$1.00 per credit hour
    - 3. University of West Florida: up to \$1.00 per credit hour
  - (b) Test Preparation Fee at cost. This fee may be assessed to increase accessibility to test preparation courses in programs where students are expected to obtain specific preparation for a practice-based examination.
    - 1. Florida International University
    - 2. Florida A&M University (bar test preparation)
  - (c) Student Life and Services Fee This fee may be assessed to expand student participation in transformational learning opportunities that build new and enhances ongoing activities which connect students to the institution.
    - 1. University of North Florida: not to exceed 5 percent of tuition.