Applicable Policies

- University of California Fee Policies Related to Expanded Summer Instruction (November 22, 2000)
  http://www.ucop.edu/ucophome/coordrev/policy/11-22-00.html

- 80.00 POLICY ON COMPULSORY CAMPUS-BASED STUDENT FEES (Revised March 22, 2007)
  http://www.ucop.edu/ucophome/coordrev/ucpolicies/aos/uc80.html#uc8200#uc8200

- Delegation of Authority to Set Miscellaneous Student Fees, Course Materials and Services Fees, Service Charges, Deposits, and Summer Session and University Extension Fees (DA 2242 October 7, 2009)

Fees in Summer Session

Fees charged for Summer Session include:
- Course Fees
- Program Fees
- Per-unit Fee
- Graduate Research Registration Fee
- Cancellation Fee
- Application Fee for Non-UC students
- Independent Study Fee
- Campus Fee

Course Fees
Course Fees are fees charged for materials or services as related to a specific course. The UCSC policies and the approved Course Fees may be found at this website: http://planning.ucsc.edu/budget/miscfees.asp.

Program Fees
Program Fees are fees charged for participation in a program, such as study abroad. The UCSC policies and the approved Program Fees may be found at this website: http://planning.ucsc.edu/budget/miscfees.asp.

Per-unit Fee
Per-unit Fees are charged for each unit that a student registers for. These fees are set by the Regents.

Discounts
Certain conditions qualify for discounted per unit fees. Please see Attachment 1 for details.
Graduate Research Registration Fee
The Graduate Research Registration Fee is charged to graduate students for five units of independent study. Graduate students are only allowed to participate once.

To change the fee the VPDUE must submit a written request to the Chancellor and receive approval.

Cancellation Fee
The Summer Session Cancellation Fee will be charged to all students who register for summer classes and then drop them all before courses begin, thereby not attending. The fee is to discourage students from registering and filling space in a class and then not attending.

To change the fee the VPDUE must submit a written request to the Chancellor and receive approval.

Application Fee for Non-UC students
According to Delegation of Authority 2242 the Application Fee for Non-UC Students may be redelegated. With approval of this policy the authority to set the Application Fee for Non-UC Students is delegated to the Vice Provost and Dean of Undergraduate Education (VPDUE).

The Director of Summer Session may propose in writing a change to the Application Fee for Non-UC Students. The VPDUE may approve or deny such a request in writing. The change must be published in the Summer Session catalog/class schedule to ensure students receive adequate notice of a fee change.

Independent Study Fee
The Independent Study Fee is charged to undergraduate students who register for independent study in lieu of the Per-unit Fee. This fee is set at the same rate as the Per-unit Fee that is set by the Regents.

Campus Fee

Overview of Campus Fees
The Campus Fee is comprised of the campus-based student fees that are approved through student referendum, which funds a variety of student services (such as transportation or the fitness center). The Campus Fee bundles the campus-based student fees together for convenience during the summer term.

- The amount charged during summer cannot exceed the amount that was approved by referendum
- The amount charged during summer cannot exceed the amount charged during a fall/winter/spring term.

Principles
- Substantive involvement by SFAC in determining fee level and distribution of funds
- Not charging for services that aren’t provided
- Allow for some flexibility in allocating funds to address changing needs/priorities
- Ensure that every fee funded unit that offers services in summer, receives some level of resources
- Implement a model and process that is supported by students

Approved by Chancellor Blumenthal March 26, 2015
Summer Session Fees Policy and Timeline

Student Fee Advisory Committee (SFAC) Role
The SFAC publishes an opinion on all new ballot measures that result in campus-based student fees. SFAC receives annual expenditure reports provided by units that are funded by campus-based fees. SFAC reviews the campus-based student fees and determines which services supported by fees are available in summer in collaboration with the Dean of Students and the relevant principal officer. If there are changes to the Campus Fee amount methodology, SFAC makes a recommendation. The SFAC reviews and makes recommendations on the distribution of Campus Fees.

Accountability
Summer Fees are the summer campus-based student fees rolled together. Reporting on Summer Fees is part of the campus-based student fee reporting. Accountability measures for Summer Fees include:
- Periodic reports provided to SFAC on expenditures for campus-based fees
- The campus also has other monitoring tools such as quarterly deficit monitoring and year-end reports

Methodology for Calculation of the Campus Fee
The SFAC and the Dean of Students reviews the campus-based student fees and determines which services supported by fees are available in summer (in collaboration with the relevant principal officer when appropriate). Fees with services not available in summer are removed from the fees to be bundled into Campus Fees.

The Transportation Fee is charged at 100% of the approved fee amount, recognizing that these services do not correlate to the number of courses taken and students have unlimited use once they register for summer classes. The other campus based-fees that are operational during summer are combined and charged at 2/3 of the approved total, based on the average summer course load of 10 units (compared to 15 in fall/winter/spring).

The Campus Fee is the total of all campus-based student fees to be charged in summer.

Methodology for Distribution of the Campus Fee
- The fees that are not charged during summer have no funds to distribute.
- Fees that support non-Campus Life units are allocated to the applicable unit at the rate of 100% of the fee collected (for example, the Seymour Center Fee and the Transit Fee).
- The fees that are charged during summer and are under the purview of Campus Life are allocated to the applicable fee funded unit at a minimum of 50% and a maximum of 100% of the approved fee amount.
  - The exact amount of distribution is determined by Campus Life and SFAC in accordance with the Process –Timeline for Distribution of Campus Fees as detailed in this policy.

This methodology provides units that receive fees with a base level fee amount for budgeting purposes while allowing Campus Life and SFAC some flexibility in allocating Campus Fees.
Summer Session Fees Policy and Timeline

Approval of Campus Fee
Each year the fee amount will be adjusted in accordance with the approved methodology. Planning & Budget will submit the proposed fee levels, any recommended changes, and the fee calculation to the SFAC, Dean of Students, and VPDUE for review and then the Chancellor for approval.

If a change to the methodology is necessary then it will be approved following the process and timeline below.

Process – Approximate Timeline

December
- Units that receive campus-based student fees are required to notify Planning and Budget if there are changes to services levels offered in the upcoming summer
- Planning & Budget proposes fee calculation for the upcoming summer consistent with the approved methodology
- Planning & Budget adjusts projections to actual for the previous summer

January
- Planning & Budget prepares projections for the upcoming summer
- A report on the actual revenue and distribution for the previous summer is sent to SFAC
- Planning & Budget consults with SFAC and writes letter containing the SFAC recommendation
- Campus Fee proposal reviewed by the VPDUE and Dean of Students

February
- Campus Fee proposal approved/disapproved by the Chancellor
- Campus Fee published

July
- Planning & Budget confirms that the distribution complies with policy and enters permanent budget. Planning & Budget calculates and distributes return to aid from Campus Fees in accordance with language in each referendum

Approved by Chancellor Blumenthal March 26, 2015
**Summer 2015 Fees**

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per-unit Fee (regular &amp; UG independent study)</td>
<td>$271</td>
</tr>
<tr>
<td>Cancellation Fee</td>
<td>$50</td>
</tr>
<tr>
<td>Application Fee for Non-UC Students</td>
<td>$50</td>
</tr>
<tr>
<td>Campus Fee</td>
<td>$284</td>
</tr>
<tr>
<td>Graduate Research Registration Fee</td>
<td>$324</td>
</tr>
</tbody>
</table>

**Campus Fee Calculation:**

<table>
<thead>
<tr>
<th>Calculation of Fee</th>
<th>Transit Fee: Full Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fees w/ no services: $0</td>
</tr>
<tr>
<td></td>
<td>All Other Fees: Two-thirds FWS level</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average load in summer is approximately 10 units;</td>
</tr>
<tr>
<td>Services not offered are not charged</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Allocation of Revenue</th>
<th>Fees outside Campus Life units: Proportionate to calculation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fees w/ no services: $0</td>
</tr>
<tr>
<td></td>
<td>Other Campus Life &amp; facility fees: Limited flexibility (see below)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Minimum Allocation</th>
<th>50% of amount if full fee level charged</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Allocation</td>
<td>100% of amount if full fee level charged</td>
</tr>
</tbody>
</table>

| Flexibility | Some – Determines up front which services aren’t provided and guarantees minimum funding for all others. Limited flexibility remains to adjust specific funding levels. |

The following fees are excluded from the $284 fee because associated services are not offered in summer:

- College Student Government Fee
- Free/Anonymous HIV Testing Fee
- Intramural & Sports Club Team Activities Fee
- Recreation Programs Fee
- Intercollegiate Athletics Sports Team Fee
- Physical Education Program Fee
- Cultural Arts & Diversity Fee (ballot language prohibits charging in summer)

**Discounts for Summer 2015:**

- 20% discount for High School Students enrolled in UC On-line courses
- 50% discount or $135 per unit for High School Students in select courses
- ~25% discount or $200 per unit for all incoming Summer Academy: First Year and Summer Academy: Transfer undergraduate students
- $500 discount for undergraduates taking more than 14 units during Summer Session 2015 term
- UCSC staff and faculty enrolled in selected UCSC Summer Session courses would pay $135/unit to encourage staff development and increased enrollment. The discount would be in addition to waiver of the campus (e.g., transportation) fee, if applicable. The discount will be available employees who are eligible for the Reduced Fee Program during the academic year.
- A maximum of one discount is available for any particular student per summer term

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1 Fee level subject to change through Regental action.
2 Selected courses do not include high-impact, high-demand sections for UCSC students. Only courses with excess capacity will receive the discount. Courses will vary by term and/or session.
3 Career staff employees who have worked 6 months or more and completed probation; faculty and non-senate academic appointees who have worked at least 50% time for 6 months or more; and former University employees who have retired within four months of the date of separation from UC service and who are annuitants of a retirement system to which UC contributes.