

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: Fire Science - FIRT 1342

Fee Name: Lab

Fee Amount: \$0.00 Detail Code: _____
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Spring 201620

Justification for fee (attach applicable supporting documentation):

This is course is no longer offered. The lab fee was \$15. This fee can be removed.

Select one: Original approval request: ☐ as of effective Date or Term: _____
Change to existing fee amount: ☐ as of effective Date or Term: _____
Course Designation Change (no fee change): ☐ as of effective Date or Term: _____
Fee Termination Notice: ☒ as of effective Date or Term: Spring 201620

Approvals:

Ally Jm
Approving Dean's Name/Signature

11/3/15
Date

Ally Schumann
Vice President of Instruction/Provost Name/Signature

11/4/15
Date

Vice President of Administration and CFO (upon Board approval)

Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: Fire Science - FIRS 1301

Fee Name: Lab Fee

Fee Amount: \$24.00 Detail Code: TLAB
(assigned by Business/Bursar Office)

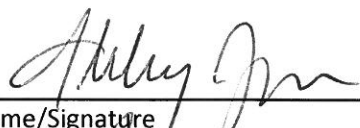
Requested Implementation Date or Term: Fall 2016 (201710)

Justification for fee (attach applicable supporting documentation):

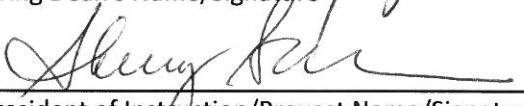
The current lab fee rate of \$15 was established over 10 years ago. The actual cost of disposables and consumables has increased substantially since the fee was established. The current cost is \$40.00/student.

Select one:	Original approval request:	<input type="checkbox"/>	
	Change to existing fee amount:	<input checked="" type="checkbox"/>	as of effective Date or Term: <u>Fall 2016 (201710)</u>
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:


Approving Dean's Name/Signature

10/30/15
Date


Vice President of Instruction/Provost Name/Signature

11/4/15
Date

Vice President of Administration and CFO (upon Board approval) Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: Fire Science - FIRS 1319

Fee Name: Lab Fee

Fee Amount: \$24.00 Detail Code: TLAB
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Fall 2016 (201710)

Justification for fee (attach applicable supporting documentation):

The current lab fee rate of \$15 was established over 10 years ago. The actual cost of disposables and consumables has increased substantially since the fee was established. The current cost is \$37.50/student.

Select one:	Original approval request:	<input type="checkbox"/>	
	Change to existing fee amount:	<input checked="" type="checkbox"/>	as of effective Date or Term: <u>Fall 2016 (201710)</u>
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:

Approving Dean's Name/Signature

Date

Vice President of Instruction/Provost Name/Signature

Date

Vice President of Administration and CFO (upon Board approval)

Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: Fire Science - FIRS 1433

Fee Name: Lab Fee

Fee Amount: \$24.00 Detail Code: TLAB
(assigned by Business/Bursar Office)

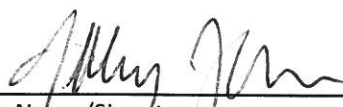
Requested Implementation Date or Term: Fall 2016 (201710)

Justification for fee (attach applicable supporting documentation):

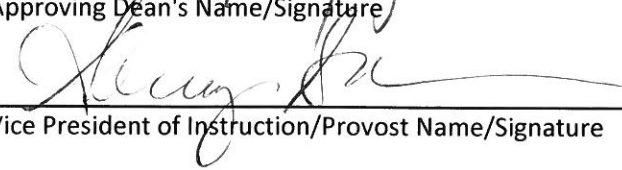
The current lab fee rate of \$15 was established over 10 years ago. The actual cost of disposables and consumables has increased substantially since the fee was established. The current cost is \$32.50/student.

Select one:	Original approval request:	<input type="checkbox"/>	
	Change to existing fee amount:	<input checked="" type="checkbox"/>	as of effective Date or Term: <u>Fall 2016 (201710)</u>
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:


Approving Dean's Name/Signature

10/30/15
Date


Vice President of Instruction/Provost Name/Signature

10/4/15
Date

Vice President of Administration and CFO (upon Board approval) Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees... The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: SRGT-1441 Surgical Procedures I

Fee Name: Lab Fee

Fee Amount: \$24.00 Detail Code: TLAB
(assigned by Business/Bursar Office)

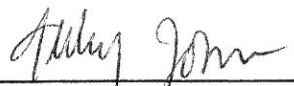
Requested Implementation Date or Term: Fall 2016 (201710)

Justification for fee (attach applicable supporting documentation):

This course went through a WECM course change; it was formerly SRGT-1541, which required a \$20 lab fee. The supplies required for this course did not change. They add up to over \$60 per student. They include surgical gowns, surgical gloves, surgical masks, hair covers, shoe covers, surgical knife blades, sponges, syringes, etc.

Select one:	Original approval request:	<input type="checkbox"/>	
	Change to existing fee amount:	<input checked="" type="checkbox"/>	as of effective Date or Term: <u>201710</u>
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:


Approving Dean's Name/Signature

10/16/15
Date


Vice President of Instruction/Provost Name/Signature

11/4/15
Date

Vice President of Administration and CFO (upon Board approval)

Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: SRGT-1442 Surgical Procedures II

Fee Name: Lab Fee

Fee Amount: \$24.00 Detail Code: _____
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Summer 2016 (201630)

Justification for fee (attach applicable supporting documentation):

This course went through a WECM course change; it was formerly SRGT-1542, which required a \$20 lab fee. The supplies required for this course did not change. They add up to over \$60 per student. They include surgical gowns, surgical gloves, surgical masks, hair covers, shoe covers, surgical knife blades, sponges, syringes, etc.

(Course designation effective Spring 2014, 201420.)

Increase in fee amount requested effective for Summer 2016, 201630.

Select one:	Original approval request:	<input type="checkbox"/>	
	Change to existing fee amount:	<input checked="" type="checkbox"/>	as of effective Date or Term: <u>201620</u>
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:

Approving Dean's Name/Signature

Date

Vice President of Instruction/Provost Name/Signature

Date

Vice President of Administration and CFO (upon Board approval)

Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College

Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: DSAE 1340 (Diagnostic Electrocardiography)

Fee Name: Lab Supplies

Fee Amount: \$24 Detail Code: TLAB
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Summer 2016

Justification for fee (attach applicable supporting documentation):

Cost of necessary disposable supplies used by each student in lab exercises, practice and competencies (electrodes and paper) totals \$49.98.

Select one: Original approval request:

Change to existing fee amount:

Course Designation Change (no fee change):

Fee Termination Notice:

X

as of effective Date or Term:

as of effective Date or Term:

as of effective Date or Term:

Approvals:

Approving Dean's Name/Signature

Date _____

Vice President of Instruction/Provost Name/Signature

Date _____

Vice President of Administration and CFO (upon Board approval)

Date _____

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees.* *An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees...The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: Microbiology for Health Professions HPRS 1272

Fee Name: Lab Fee

Fee Amount: 10 Detail Code: TLAB
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Spring 2016

Justification for fee (attach applicable supporting documentation):

In response to Senate Bill 497, the Respiratory Care Program had to reduce its curriculum hours. Part of the curriculum changes involved creating a special needs two credit Microbiology. The Biology department, who will provide lab space and instruction for this course, was consulted on supply usage by students. This course utilizes the same equipment and disposable supplies as does BIOL 2420, therefore, the lab fee amount we are requesting is \$10.00. Please see the supply list attached.

Select one:	Original approval request:	<input checked="checked" type="checkbox"/>	
	Change to existing fee amount:	<input type="checkbox"/>	as of effective Date or Term: _____
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:

Aditya M
Approving Dean's Name/Signature

10/16/15
Date

Sherry Steunemann
Vice President of Instruction/Provost Name/Signature

11/4/15
Date

Vice President of Administration and CFO (upon Board approval)

Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: NURA 1301 (Nurse Aide for Health Care)

Fee Name: Lab Supplies

Fee Amount: \$24 Detail Code: TLAB
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Summer 2016

Justification for fee (attach applicable supporting documentation):

Cost of necessary disposable supplies used by each student in lab exercises, practice and competencies pertaining to resident/patient care totals \$51.48.

Select one:	Original approval request:	<input checked="checked" type="checkbox"/>	
	Change to existing fee amount:	<input type="checkbox"/>	as of effective Date or Term: _____
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:

<u>Sherry Johnson</u>	<u>10/30/15</u>
Approving Dean's Name/Signature	Date

<u>Sherry Hummer</u>	<u>11/4/15</u>
Vice President of Instruction/Provost Name/Signature	Date

_____ Vice President of Administration and CFO (upon Board approval)	_____ Date
---	---------------

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: PLAB 1323 (Phlebotomy)

Fee Name: Lab Supplies

Fee Amount: \$24 Detail Code: TLAB
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Summer 2016

Justification for fee (attach applicable supporting documentation):

Cost of necessary disposable supplies used by each student in lab exercises, practice and competencies for phlebotomy skills totals \$71.55.

Select one:	Original approval request:	<input checked="checked" type="checkbox"/>	
	Change to existing fee amount:	<input type="checkbox"/>	as of effective Date or Term: _____
	Course Designation Change (no fee change):	<input type="checkbox"/>	as of effective Date or Term: _____
	Fee Termination Notice:	<input type="checkbox"/>	as of effective Date or Term: _____

Approvals:

Approving Dean's Name/Signature

10/30/15
Date

Vice President of Instruction/Provost Name/Signature

11/4/15
Date

Vice President of Administration and CFO (upon Board approval)

Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees. . . The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*

Collin College
Request for Board Approved Fee

Submit completed form with supporting documentation to Bursar@collin.edu. Allow one to two months from date of submission for Board determination. Course fees must be approved prior to first day of registration.

Course Title or Program: SRGT-1271 Basic Skills of Surgical Technology

Fee Name: Lab Fee

Fee Amount: \$24.00 Detail Code: TLAR
(assigned by Business/Bursar Office)

Requested Implementation Date or Term: Summer 2016 (201630)

Justification for fee (attach applicable supporting documentation):

This is a new course. The supplies for this course total over \$100 per student.

Select one: Original approval request:

X

Change to existing fee amount:

as of effective Date or Term: _____

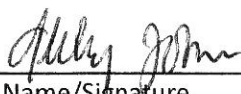
Course Designation Change (no fee change):

as of effective Date or Term: 201630

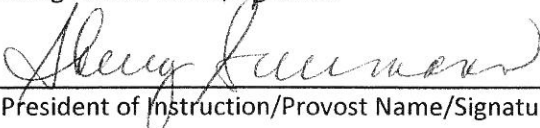
Fee Termination Notice:

as of effective Date or Term: _____

Approvals:


Approving Dean's Name/Signature

10/5/15
Date


Vice President of Instruction/Provost Name/Signature

11/4/15
Date

Vice President of Administration and CFO (upon Board approval)

Date

Texas Education Code (TEC) Citations for assessing fees:

TEC, Subchapter E.54.501: *Laboratory Fees. An institution of higher education shall set and collect a laboratory fee in an amount sufficient to cover the general cost of laboratory materials and supplies used by a student . . . The laboratory charge shall not be more the \$24 for any one semester of summer term for any student in any one laboratory course, but shall not exceed the cost of actual materials and supplies used by the student.*

TEC, Subchapter B.54.0501(n): *Students registered for a course or courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction, shall pay a fee, in addition to the regular tuition, set by the governing board of the institution.*

TEC, Subchapter E. 54.504: *The governing board of an institution of higher education may fix the rate of incidental fees to be paid to an institution under its governance by students and prospective students and may make rules for the collection of the fees... The rate of an incidental fee must reasonable reflect the actual cost to the university of the materials or services for which the fee is collected.*

TEC, Chapter 130.084(b): *The governing board of a junior college district may set and collect with respect to a public junior college in the district any amount tuition, rentals, rates, charges, or fees the board considers necessary or the efficient operation of the college . . . as the governing board considers appropriate to reflect course costs or to promote efficiency or another rational purpose.*