

**Collin College
Fee Request for Board Approval and/or Fee Modification**

Course Title or Program: NURS 3450 - ADVANCED HEALTH ASSESSMENT

Fee Name: LAB Fee

Fee Amount: 15.00

Detail Code/FOAPAL: _____
assigned by Business/Bursar Office

Requested Implementation Date or Term: 202020

Justification for fee (attach applicable supporting documentation):

Implementation Spring 2020. To assist the college in recouping the cost of disposable items used by RN-BSN nursing students in the nursing hospital lab for the Advanced Health Assessment course. Examples include the use of otoscopes and general health assessment supplies.

Select one from each list below:

- Original approval request (requires VP and Board approval):
- Change to existing fee amount (requires VP Board approval):
- Course Designation Change (no fee change):
- Fee Termination Notice:

Select one from list below:

- This is a course lab fee (<\$24):
- This is a course special fee (>\$24):
- This is a pass-through fee:
- This is an administrative fee:
- Other (explain in justification block):

Approvals:

Betty V. [Signature]
Requestor: Director or Associate Dean's Name/Signature

November 4, 2019
Date

[Signature]
Approver: Dean's Name/Signature

11-4-2019
Date

[Signature]
Approver: Provost/Associate Vice President's Name/Signature

11/5/19
Date

[Signature]
Approver: Vice President's Name/Signature

11/5/19
Date

Instructions: Complete requested information, including detailed cost justification (attach second page if needed) and approving signatures through Provost approval. Email package to Bursar@collin.edu for detail code/accounting assignment (if needed). Requests for new fees or fee amount changes will be forwarded to appropriate Vice President for final approval and submission to Board. Fee requests should be submitted prior to the 5th of the month to be considered for Board agenda. Board determinations will be routed from submitting Vice President Office to Bursar to requesting dean. Departments are responsible for any necessary fee entries in Banner at course section level. Bursar Office forwards approvals to curriculum coordinator for Banner catalog input.

Texas Education Code (TEC) Citations for assessing fees:

- TEC, Subchapter E.54.501: Laboratory Fees...shall not be more the \$24 per semester credit hour of laboratory course credit...
- TEC, Subchapter B.54.051(l): Courses in art, architecture, drama, speech, or music where individual coaching or instruction is the usual method of instruction...
- TEC, Subchapter E. 54.504: Incidental Fees...reasonably reflect actual cost to the university of the materials or services for which the fee is collected.
- TEC, Chapter 130.084(b): Fees necessary for efficient operation of the college...