

***SPONSORED PROGRAM SERVICES***

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**TO:** Directors of Financial Affairs, Business Managers,  
Business Assistants and Account Assistants

**DATE:** October 8, 2009

**SUBJECT:** Graduate Student Fee Remissions

The fee remission charge rate for sponsored programs has been increased effective October 1, 2009. The new rate increase is higher than past years due to the recent change to remit a portion of the General Service Fee previously charged to grad students. The remission of the full amount of the General Service Fee will be phased in over a four year period. This change was recommended by a committee of faculty and administrators to improve the University's competitiveness in recruiting graduate students. The following guidance is offered for the implementation of the new rate.

**Charging the Revised Rate**

The fee remission charge rate has increased from \$573 per pay period to \$657 per pay period effective October 1, 2009. No budget adjustments will be made to current awards impacted by this change.

**Budgeting Rates for Graduate Fee Remissions**

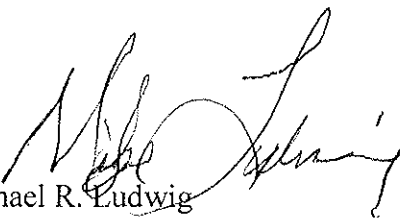
For proposal purposes, the following rates have been projected for use in budget preparation:

<u>For the Period</u>	<u>Fee Remission Rate</u>
10/01/09 - 06/30/10	\$657 per pay period
07/01/10 - 06/30/11	\$723 per pay period
07/01/11 - 06/30/12	\$805 per pay period

This fee structure will normally result in the need to use two different fee remission rates within the same twelve (12) month budget period. The spreadsheet maintained by Greg Howell used in budgeting the remits will be updated with the new rates soon.

The 2012-2013 fiscal year will be the final year of transitioning the General Service Fee to be fully remitted. Therefore, it is expected that the 2012-13 rate will increase by approximately 10-12%. Future increases in the fee remission rate beyond FY 2012-13 are expected to correspond to anticipated increases in the student fee rate.

Actual charge rates will be established each year at a level required to maintain balance in the amount of fee remissions charged compared to the amount of fee remissions granted.



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