

## Sponsored Program Services

To: SPS Staff, Directors of Financial Affairs, Business Managers, and Business Assistants

From: Ken Sandel, Senior Director of Sponsored Program Services 

Date: March 3, 2020

Re: Graduate Student Fee Remissions

A review of the Graduate Fee Remission charge rate has recently been conducted. The following charging and budget guidance is effective immediately.

### Current Charge Rate for Graduate Fee Remissions

The fee remission charge rate is \$397 per pay period for 2019-2020 (biweekly)

The fee remission charge rate is proposed at \$420 per pay period for 2020-2021 (biweekly).

### Budgeting Rates for Graduate Fee Remissions

For consistency in budgeting, graduate students are budgeted on a monthly basis. Therefore, for proposal purposes, the following rates should be used in budget preparation:

<u>For the Period</u>	<u>Monthly Fee Remission Budget Rate</u>
07/01/19 – 06/30/20	\$860 per month
07/01/20 – 06/30/21	\$910 per month
07/01/21 – 06/30/22	\$910 per month

The rate of \$420 will remain in effect until an analysis shows an adjustment in rate is necessary to maintain balance in the amount of fee remissions charged compared to the amount of fee remissions granted.

cc: J. Almond  
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