To: SPS Staff, Directors of Financial Affairs, Business Managers, and Business Assistants
From: Ken Sandel, Senior Director of Sponsored Program Services
Date: August 13, 2018
Re: Graduate Student Fee Remissions

A review of the Graduate Fee Remission charge rate has recently been conducted and it was concluded that no increase to the current rate is necessary for fiscal year 2019. The following charging and budget guidance is effective immediately.

**Current Charge Rate for Graduate Fee Remissions**

The fee remission charge rate is $860 per pay period for 2017-2018.

**Budgeting Rates for Graduate Fee Remissions**

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

<table>
<thead>
<tr>
<th>For the Period</th>
<th>Fee Remission Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/01/17 – 06/30/18</td>
<td>$860 per pay period</td>
</tr>
<tr>
<td>07/01/18 – 06/30/19</td>
<td>$860 per pay period</td>
</tr>
<tr>
<td>07/01/19 – 06/30/20</td>
<td>$860 per pay period</td>
</tr>
</tbody>
</table>

The rate of $860 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
    K. Thomason
    K. Hoebel
    E. Nodine
    C. Hall
    K. Mickle
    B. Siple