

Sponsored Program Services

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

From: Ken Sandel, Associate Vice President, Sponsored Program Services 

Date: February 19, 2024

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 \$430 per pay period for 2023-2024 (biweekly.)

The fee remission charge rate is proposed at \$430 per pay period for 2023-2024, 2024-2025, and 2025-2026 (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 for graduate students with a full fiscal year appointment or graduate student with an academic year appointment who will also be budgeted during the summer:

| <u>For the Period</u> | <u>Monthly Fee Remission Budget Rate – 12 month rate</u> |
|-----------------------|--|
| 07/01/23 – 06/30/24 | \$931.67 per month (430 X 26 pay periods / 12 months) |
| 07/01/24 – 06/30/25 | \$931.67 per month (430 X 26 pay periods / 12 months) |
| 07/01/25 – 06/30/26 | \$931.67 per month (430 X 26 pay periods / 12 months) |
| 07/01/26 – 06/30/27 | \$931.67 per month (430 X 26 pay periods / 12 months) |

Graduate students with an academic year appointment who are not paid in the summer receive their academic year pay over 20 pay periods. Therefore, the following rates should be used when budgeting these students to ensure adequate funds will be available:

| <u>For the Period</u> | <u>Monthly Fee Remission Budget Rate – 9 month rate</u> |
|-----------------------|---|
| 07/01/23 – 06/30/24 | \$955.56 per month (430 X 20 pay periods / 9 months) |
| 07/01/24 – 06/30/25 | \$955.56 per month (430 X 20 pay periods / 9 months) |
| 07/01/25 – 06/30/26 | \$955.56 per month (430 X 20 pay periods / 9 months) |
| 07/01/26 – 06/30/27 | \$955.56 per month (430 X 20 pay periods / 9 months) |

The rate of \$430 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: C. Ruhl
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E. Nodine
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B. Siple