

Intent of State-Supported Course Fees

University Operations – Financial Management

CWU Policy 202-05

Effective: December 4, 2013

Policy Review Date: YEAR

Policy Executive: Senior Vice President – Finance and Administration

Responsible Office/Unit: Finance and Business Auxiliaries

Policy Statement:

Applicability:

Content:

Policy

- (1) Fees collected for a given course must be expended on that course for the purposes specified when the fee was proposed. Course fees are to be considered exceptions to standard budgeting procedures and implemented if they meet the criteria of CWU 202-06. Extensive use of fees, either in number or in total cost, should be discouraged within a single department, especially if the courses with fees are required for the major. Any course fee project with a balance above 10% of the average for the revenue received during the last three years, is subject to review and/or change by the budget and finance committee in collaboration with the provost. Deficits are not allowable in course fee projects. Appropriate uses of funds for state-supported courses are outlined in policy CWU 202-06(1).

History:

Responsibility: Academic Finance Manager; Authority: VP BFA; Reviewed/Endorsed by BFC; Reviewed/Endorsed by Provost's Council; Cabinet/UPAC; Review/Effective Date: 12/04/2013; Approved by: James L. Gaudino, President

Reformatted and Assigned new Policy Number - Previous Policy CWUP 5-80-010, June 2025