

VIII-2.50 - POLICY ON STUDENT TUITION, FEES, AND CHARGES

(Approved by the Board of Regents, June 21, 1990; amended June 22, 2012; amended June 22, 2018)

I. Tuition and Mandatory Fees

1. The Chancellor, following consultation with the Presidents and the Board, shall propose guidelines for tuition and mandatory fees.
2. As part of the formulation of the annual operating budget request, each President shall recommend tuition and fees within the established guidelines.
3. Tuition and mandatory fees, subject to the approval of the Board, shall be included in the detailed annual operating budget for the University System of Maryland submitted by the Chancellor to the State Department of Budget and Management.

4. Mandatory Fees

- i. General Definition: Mandatory fees are those fees that are charged and applicable to all undergraduate and/or graduate students at an institution. (Many times the fees are pro-rated based on part-time enrollment status.)

These fees provide revenue for the support of operations that are available and for use of the entire student body. These operations are not funded entirely by either tuition revenue or state funds. Some examples of mandatory fees include: athletic, recreation center, shuttle bus, sustainability, student union operating, and student activities.

- ii. Student Consultation: In the interest of giving the Board as much information as possible to make the best and most transparent decision regarding student fee schedules, each campus will ensure that an advisory committee—or other appropriate committee(s) involved in the processes of setting student fees—is established and is comprised of appropriate numbers of students and stakeholders representing each area supported by a student fee.
 - The advisory or similar committee(s) will be consulted prior to the establishment or change of student fees during the determination process.
 - The process by which these advisory committees are involved in the determination of student fees will be submitted to the Board of Regents along with the proposed fee schedule.

II. Room, Board, and Student Parking Charges.

1. Each President shall submit proposed annual room, board, and student parking charges to the Chancellor according to a timetable and instructions recommended by the Chancellor and established by the Board.
2. The Chancellor, following consultation with the Presidents, shall present the proposed charges to the Finance Committee for recommendation to the Board.
3. Room charges include room, dormitory, and apartment charges for all university residence hall facilities based on a standard academic year rate.
4. Board charges include charges based on a standard academic year rate.

III. Non-Mandatory Fees

1. General definition: Within the undergraduate and/or graduate student population, subsets of students may be enrolled in or engaged with specific programs/ course study/ activities etc. that create or carry an additional expense. When this occurs, a department may seek funding to help offset these expenditures via a programmatic fee. While understanding that the subset of affected students is required to pay this fee, the fee is not mandatory to the entire undergraduate and/or graduate student population. This type of fee has been categorized as a *non-mandatory fee*, to distinguish it from the mandatory fees covered in section I.
2. Each President may establish fees and charges not included in sections I and II, subject to the provisions in the following paragraphs.
3. The Chancellor may submit to the Finance Committee for recommendation to the Board fees and charges that may significantly affect student costs, or may be considered for consistency among the institutions, or fees that may substantially differ among the institutions.
4. Student Consultation: Each campus will ensure that an advisory committee—or other appropriate committee(s) involved in the processes of setting student fees—is established and is comprised of appropriate numbers of students and stakeholders representing each area supported by a student fee.
 - The advisory or similar committee(s) will be consulted prior to the establishment of any non-mandatory student fee during the determination process.
 - The process by which these advisory committees are involved in the establishment of the non-mandatory student fees shall be reported on annually and submitted by the president to the Office of the Vice Chancellor for Administration and Finance by June 30.