

Revised 06/06/19



University of Wyoming Fee Book FY 2020

July 1, 2019 – June 30, 2020



UW

UNIVERSITY OF WYOMING

University of Wyoming
 Fee Book
 July 1, 2019 - June 30, 2020

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I. THE BOARD OF TRUSTEES POLICY

The policies outlined in this document apply to the 2020 fiscal year. All prior approvals of fees, charges, and deposits are repealed effective July 1, 2019 except as to rights or obligations previously acquired or incurred there under.

The fees, charges, fines, penalties, refunds, and deposits are subject to change without notice.

Publication of fees, charges, refunds, and deposits in the University of Wyoming Fee Book is required prior to charging fees. Exceptions may be granted by the Vice President for Administration.

Authority

The Trustees of the University of Wyoming, a constitutional body, are responsible for the "management of the university" (Wyoming Constitution, Article 7, 17). The Trustees "possess all the powers necessary or convenient to accomplish the objects and perform the duties prescribed by law and shall have custody of the books, records, buildings and all other property of the university" (W.S. 21-17-203). The Trustees may "(e)xpend the income placed under their control from whatever source derived, and exercise all other functions properly belonging to such a board and necessary to the prosperity of the university and all its departments" (W.S. 21-17-204).

Section 2 of Chapter VIII (STUDENTS) of the Regulations of the Trustees stipulates that "All student fees, charges, refunds, and deposits shall be fixed by resolution of the Trustees and shall be published in the appropriate university publications."

Therefore, pursuant to constitutional and statutory provisions, the Trustees are responsible for the establishment of all fees, charges, and deposits assessed, and refunds afforded to individuals applying for admission to the university, enrolled students, university employees, and the general public. Such fees shall be reasonable and prudent for the adequate protection and control of university funds, equipment, facilities services and materials.

Financial Assistance

Financial assistance received by students through the Office of Scholarships & Financial Aid will be applied to assessed tuition and mandatory fees then to other university assessed fees and charges, prior to distribution to the student. If the student receives federal financial aid they may (in writing) limit the use of financial aid to only tuition payments, mandatory fees and university housing charges.

Failure to Pay Fees, Charges, Fines, Penalties

A student failing to pay fees, charges, fines, penalties, or deposits as prescribed by the Trustees of the University of Wyoming shall be denied registration at the university or copies of transcripts until such fees, charges, fines, penalties, or deposits are paid in full. A non-student failing to pay fees, charges, fines, penalties, or deposits as prescribed by the Trustees of the University of Wyoming shall be denied use of University facilities and services until such fees, charges, fines, penalties, or deposits are paid in full. Procedures for adjudication of disputes over payment of fees, charges, fines, penalties, or deposits shall be prescribed by the Vice President for Administration.

Student Loans and Scholarships

Interest rates for 1) loan funds established by the University of Wyoming; and 2) loan funds established by the State of Wyoming without statutory interest rates shall be established at six percent (6%) annual percentage rate with a two percent (2%) annual percentage rate penalty for loan default.

Loans from loan funds established by trust agreement, will or similar instrument with no stipulated interest rate shall not accrue interest, but will carry a Loan Advance fee of two percent (2%) of the loan amount.

Interest rates for the Medical School Student Loan Program and Family Practice Residency Loan Program shall be consistent with Trustee actions on student loan interest rates prescribed by the Trustees on July 9, 1985 and November 9, 1985.

The interest rate for the Medical Student Contract Support Program shall be consistent with the actions of the 1993 (52nd) General Session of the State of Wyoming Legislature (Wyoming Statute, Chapter 203).

The interest rate for the Superior Student in Education Loan Program shall be consistent with Trustee action on student loan interest rates (April 11, 1985) and established at six percent (6%) annual percentage rate with a two percent (2%) annual percentage rate penalty for loan default.

Fees, Charges, and Deposits, Student Media

The Trustees delegate the authority for the establishment of advertising, subscription and related rates or charges for student media, including the Branding Iron, Frontiers Magazine, and Owen Wister Review, to the Student Media Board. Rates or charges established by the Student Media Board shall be filed annually with the Office of the Vice President for Administration and published in the Fee Book.

Internal Fees, Charges, and Deposits

The Vice President for Administration, with approval by the Trustees, is authorized to establish fees, charges, or deposits for interdepartmental purposes. In no case shall the assessment of such fee, charge, or deposit exceed the direct cost plus reasonable administrative overhead.

Facility Rental Fees

Non-university users of campus facilities will be assessed a 10 percent surcharge on rental fees. Any surcharge will be deposited into a separate account earmarked for maintenance, and under the control of the Director of Physical Plant. For self-sustaining facilities rented to external users, surcharges will be deposited to an account similarly designated.

The following rental fee structure will be used:

- Classification I – Qualifying groups and activities include UW recognized student clubs and organizations, faculty or staff work-related meetings, or fund-raising activities or other activities not involving commercial entities. Non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or UW department, with participants who are primarily students, faculty and staff qualify under this category.
- Classification II – Qualifying groups and activities include University departments, recognized student clubs and organizations co-sponsoring events with commercial entities or events where admission is charged. Non-profit organizations and Wyoming state agencies, not primarily involving students, faculty and staff and regional or national student or department educational conferences qualify under this category.
- Classification III – Commercial off-campus groups.

Other Provisions

The purpose of this policy is to allow University departments to recover direct costs, and reasonable indirect costs, for use of University facilities, equipment, services or materials as set forth in the following paragraph.

The Trustees' authority to establish fees is delegated to the Vice President for Administration to set casual food service rates in the University food service operations, resale of items in the University Bookstore, various telecommunication rates, and other resale activities. Fees will not be authorized for items nor shall this provision be construed, in any way, to avoid the Trustees' authority to establish fees.

Employee Tuition and Fee Waiver

Full-time, benefitted employees may enroll for one course up to six (6) semester hours of University enrollment in college credit courses (including Distance courses) during each regular semester and summer semester with no cost for tuition and mandatory fees to the employee.

For additional information see UW Regulation 5-4.

High School Guest Students Fee Waiver

High School Guest Students may enroll in classes at the University of Wyoming and will not be charged mandatory fees.

Wyoming Senior Citizen Students

Students age 65 and over are not charged tuition and mandatory fees. Wyoming Senior Citizen students are admitted to the University on a space available basis, and student benefits are not available.

IIA. SCHEDULES OF TUITION, FEES, AND REFUNDS

Regular Academic Year Tuition and Mandatory Fees

Tuition

The tuition policy of the Trustees for the 2020 fiscal year includes the following:

Tuition is established to support instruction at the University. Excluded from tuition are laboratory and special course fees authorized separately by the Trustees.

- a. Student account balances will be due in full by the third Friday of each semester at 4pm. If the third Friday falls on Day 15 of the school calendar, final payment will be due the day before at 4pm. an installment payment plan for all charges is available.
- b. Graduate Assistants employed for 9.5 hours or more weekly will be assessed tuition at the resident rate, for each regular term semester during which they are so employed.
- c. Graduate students qualifying for resident tuition in both the fall and spring semesters will be assessed resident tuition for the immediately following summer term.
- d. Graduate students NOT on Assistantship may enroll in Continuous Registration 5920 and 5940. Tuition will be assessed at \$40 per credit hour on these courses only. Mandatory fees are applicable.
- e. Student classification for fee purposes (and reduced tuition rates) is addressed in Trustee Regulation VIII C.
- f. Full-time refers to undergraduate, pharmacy and law students enrolled in 12 or more credit hours, and graduate students enrolled in 9 or more credit hours.
- g. All tuition and/or surcharges are subject to rounding for determining hourly rates.

Mandatory Fees

Mandatory fees are assessed to each student during the regular academic year and are to be paid with tuition as follows:

- **ASUW:** The fee supports the Associated Students of the University of Wyoming operations and programs.
- **Consolidated Student Services:** The fee supports (AWARE) Alcohol Wellness Alternatives, Research, and Education; Counseling Center, Fraternity and Sorority Life; Multicultural Affairs, recreation facilities and programs; student activities, leadership, and service programs; Student Conduct and investigations; Student Health Service; Student Welfare Programs; University Disability Support Services; Wellness Center operations and programs; and Wyoming Union operations, and repairs.
- **Intercollegiate Athletics:** The income is specified for the support of Intercollegiate Athletics, and provides full-time students with free admission to all University intercollegiate athletic events on campus, excluding tournament events.
- **Music/Theater:** The fee supports the Music and Theater department operations and programs.
- **Recycling:** The fee supports the Wyoming recycling program.
- **Student Media:** The fee supports the Branding Iron, Owen Wister Review, Frontiers magazine and other student publications.
- **Student Success:** The income is specified for the support of ECTL, STEP Student Success, Libraries support for learning commons/ student success sandbox, UW Art Museum active, experiential and interdisciplinary learning opportunities, Student advising coordination, Center for Advising and Career Services training, certification and development.
- **Transit Fee:** The income is specified for the support of the university transit system operations and to assist with capital funding for bus replacement.
- **Special program fees are assessed in addition to the fees shown here.**

Mandatory Fees, Academic Year, Full-time Students per semester	FY 2020
Full-time students	
ASUW	45.69
Consolidated Student Services	413.09
Intercollegiate Athletics	125.00
Music/ Theatre	6.05
Recycling	10.12
Student Media	21.19
Student Success	28.00
Transit Fee	56.33
Total for Full-time students	705.47
Total for Part-time students	
<ul style="list-style-type: none"> Students taking 1-3 credit hours (fee per credit hour) plus flat rate fee for Transit of \$56.33 and Student Success fee of \$28.00 for FY 2019 FY 2019- ASUW (7.51), Music/Theatre (0.99), Recycling (1.66), Student Media (3.48) and Consolidated Student Services Fee (23.77) Students taking 4 or more credit hours (flat rate fee) FY 2019- ASUW (45.69), Music/Theatre (6.05), Recycling (10.12), Student Media (21.19) and Consolidated Student Services Fee* (176.44) Transit Fee (56.33) Student Success (28.00) <p><i>*Please Note: The consolidated student service fee for part-time students does not include student Health Service or Campus Recreation. Part-Time students can purchase the optional fee package (page 12)</i></p>	37.41 per hour 84.33 flat fee 343.82

Mandatory Fees are for main campus students. Students taking only Distance or UW-Casper courses will be assessed a separate \$25/credit hour delivery fee. Students taking a combination of main campus and distance courses will be assessed mandatory fees and distance fees.

Tuition Table

Tuition Fall and Spring Semesters Per credit hour	Resident FY 2020	Non-Resident FY 2020
Undergraduate students	139.00	558.00
Undergraduate Non-resident On-line tuition (College of Health Sciences RN to BSN Only)		350.00
Graduate students	271.00	811.00
Graduate Non-resident On-line tuition (Courses for degree and/or program are solely on-line)		432.00
Law students	483.00	1,030.00
Pharmacy students	478.00	1,011.00
MBA students	753.00	1,261.00
Nursing DNP students	422.00	893.00
MS in Speech Language Pathology	391.00	931.00
Executive Online MBA Program	827.00	827.00
Land Surveying Certificate Program	325.00	325.00
BRAND Program	518.00	518.00
Dental Hygiene contract with Sheridan College Resident, per semester *	2,812.00	9,016.00
Special Resident, per semester *	4,218.00	
Non-resident, per semester *		
*Additional \$1,500.00 distance delivery fee, non-refundable after drop deadline.		
MS in Health Services Administration – Wyoming residents, UW Alumni or affiliated organizations rate	650.00	
MS in Health Services Administration – Non-Resident		825.00
Note: Entrepreneurial and differential program courses may be assessed additional fees depending upon the delivery method used.		
Residency in Teaching Undergraduate, per credit	139.00	558.00
Graduate, per credit	271.00	811.00
Distance English Master's Program, per credit	279.00	279.00

Other Tuition and Mandatory Fees

Concurrent Joint Enrollment

Concurrent Joint Enrollment: A student enrolled in one or more regular on campus courses and in one or more off-campus credit courses during the same academic term.

The total hours of concurrent joint enrollment shall be used in determining the student's part-time or full-time status for financial aid purposes.

Any concurrently jointly enrolled student will be eligible to participate in the Optional Student Fee Package program.

Visitor's Fee

Members of the public who are not otherwise enrolled in University courses and who are not University employees may visit classes taught as part of a University course. To visit any number of classes taught in a

specified section of a course during a specified semester, an individual must (1) secure written permission of the instructor, and (2) pay the visitor's fee.

Visitor's Fee	FY 2020
Visitor's fee, per course	25.00

Optional Student Fee Package

The Optional Student Fee Package is available to all part-time students, excluding employees exercising their employee fee benefit privileges. Part-time students electing to enroll in the student medical insurance program must also purchase the Optional Student Fee Package. The Optional Student Fee Package entitles the student to the following full-time student benefits: eligibility for services of the Student Health Service, access to Recreational activities, and admission to intercollegiate athletic events.

Purchase of the Optional Student Fee Package does not classify you as a full-time student for purposes of full-time equivalent status in the Registrar's Office (i.e., loan certification, government statistics, etc.) unless you fit into one of the following two categories:

- (a) master's candidates who have a program of study on file in the Graduate School, who have completed at least 90% of the coursework for the master's degree, are working full time on his/her thesis or Plan B paper (certified by major professor and department head), and are enrolled for at least 1 hour; or
- (b) doctoral candidates who have a program of study on file, who have successfully completed the preliminary examination, are working full time on his/her dissertation or research project (certified by major professor and department head), and are enrolled for at least 1 hour.

Students who fit within the two special categories described above must fill out the Petition for the Optional Student Fee Package regardless of whether they have an assistantship or not in order to receive the full-time student benefits. If these students also wish to purchase student medical insurance, they must contact the Risk Management and Insurance office to complete the necessary paperwork after the petition has been approved and before the insurance enrollment period ends for the semester.

The master's candidate is eligible to participate in the Optional Student Fee Package for a period not to exceed four (4) consecutive academic terms (excluding summer sessions). The doctoral candidate is eligible to participate in the Optional Student Fee Package for a period not to exceed six (6) consecutive academic terms (excluding summer sessions).

Fees included in the Optional Student Fee Package are: Consolidated Student Services (includes Student Health Service and Campus Recreation), and Intercollegiate Athletics.

Optional Student Fee Package, per semester	FY 2020
Consolidated Student Services- Includes student health service and campus recreation	236.65
Intercollegiate Athletics	125.00
Total Fee, per semester	361.65

Refunds and/or Cancellations of Tuition and Fees

Refund Policy

The refund policy of the Trustees for the 2020 fiscal year is as follows:

- a. **Mandatory fees are not refundable.**
- b. Tuition, program fees, advising fees, and course fees, other than mandatory fees, will be refunded, in accordance with the Institutional Refund Policy, to students who formally withdraw from the University or drop all classes after registration and the payment of tuition and fees. Charges will be canceled in accordance with the schedule for those students who withdraw before completing payment.
- c. Tuition will be refunded and/or cancelled, in accordance with the Institutional Refund Policy, to students who formally change status (i.e. nonresident to the resident or full-time to part-time).
- d. Tuition and fee refunds due to students who have other debts owed to the University, will be distributed to those outstanding debts prior to disbursement to the student.

The Vice President for Administration, or his designee, may authorize refunds and/or cancellations inconsistent with these policies in unusual and infrequent circumstances and only when such actions are in the best interest of the University.

Calculation of Refund

Institutional Refund Policy

Academic Year 2020 – 16 Week Courses

Before first day of semester	100%
Semester Class Day 1-8	100%
Semester Class Day 9-15	75%
Semester Class Day 16-20	50%
Semester Class Day 21-25	25%
Semester Class Day 26 and on	0%
Academic Year 2020 – 8 Week Courses	
Before first day of classes	100%
Day 1-4	100%
Day 5-9	50%
Day 10-19	25%
Day 20 on-	0%

Examples of these calculations are available in Student Financial Services

Federal Return of Funds Policy

A student who receives federal financial aid (other than Federal Work Study pay checks) and chooses to complete less than 60% of an academic term is considered not to have earned all the federal aid s/he has been awarded.

- If aid already disbursed is equal to earned aid, no further action is required.
- If aid already disbursed is less than earned aid, additional aid may be offered to the student after s/he withdraws.
- If aid already disbursed is greater than earned aid, UW and/or the student must return some federal funds.

To determine whether federal funds have been earned or must be returned, UW will follow this procedure:

Step 1: **Determine the percentage of the term the student completed.** This is calculated by dividing the number of calendar days (including weekends) in a term into the number of calendar days that the student was in attendance for that term.

Step 2: **Apply the percentage of time attended to the total amount of federal aid the student was eligible to receive for the term.** This is the student's "earned aid."

Step 3: **Subtract the amount of earned aid from the amount of aid actually disbursed to the student.** A positive remainder is the student's "unearned aid." A negative remainder is the student's "earned aid" that may still be offered to the student.

Step 4: **Determine the amount of unearned aid that must be repaid by UW.** Multiply the institutional charges by the percentage of unearned aid, and compare this figure to the total unearned aid. UW will repay the lesser amount.

Step 5: **Determine the amount of unearned aid remaining that must be repaid by the student.** Subtract the amount of unearned aid repaid by the institution from the total amount of unearned aid.

All unearned aid will be returned to the federal student loan lender or federal aid accounts in the following order:

- Unsubsidized Stafford Loan
- Subsidized Stafford Loan
- Federal PLUS (Parent) Loan
- Federal Pell Grant
- Federal SEOG Grant

Any amount owed by the student on a grant will be reduced by 50%.

The date of a student's withdrawal from UW will be the date of the student's notification to the **Dean of Students** of intent to withdraw. When a student fails to officially withdraw from UW, we will assume the withdrawal date to be the midpoint of the semester or the last date of documented academic activity.

UW will repay the lesser of (1) the total amount of unearned aid, or (2) an amount equal to the student's institutional charges multiplied by the percentage of unearned aid. "Institutional charges" is defined as charges for tuition and fees, plus room and board charges for students living in UW residence halls and apartments. It does not include such charges as bookstore charges, student medical insurance premiums, parking citations, or library fines.

The amount of unearned aid owed by the student on a loan may be repaid under the normal repayment terms of the loan. The amount of unearned aid owed by the student on a grant must be repaid immediately.

Any amount of earned aid not yet disbursed to the student will be offered to the student. Such offers will cover any undisbursed grants first, followed by undisbursed loans.

Examples of how we calculate the amount of unearned federal aid a student must return are available from a professional adviser in the **Office of Scholarships & Financial Aid**. A chart detailing the percentage of earned and unearned aid, by calendar day of the semester, is published in the on-line *Class Schedule* for each semester. In brief, to determine the percentage of earned federal aid, the calculation will use the total number of calendar days in the term divided by the total number of calendar days the student attended.

Interaction of Federal Return of Funds Policy and Institutional Refund Policy

When a student who receives federal financial aid withdraws from the university, s/he may owe a repayment of federal funds and/or be due a refund from UW or owe an additional amount to UW.

The Federal Return of Funds policy will be applied before any refund due under the UW policy is disbursed. For details on the application of these policies to a specific situation, please consult with the Office of Scholarships & Financial Aid, 174 Knight Hall phone (307) 766-2116.

IIB. Summer Session

Summer Session - Course, Tuition and Mandatory Fees

Tuition, Summer 2020

The tuition policy of the Trustees for the 2020 Summer Session is as follows:

- a) Tuition is established to provide support for the costs of enrollment in a University class, excluding laboratory and special course fees authorized by the Trustees.
- b) All charges for the summer term will be due by the last day of the summer session. An 18% APR interest rate will be charged on past-due balances.
- c) Graduate Assistants employed for 9.5 hours or more weekly as teaching or research assistants will be assessed tuition at the resident rate for each regular term semester during which they are so employed. Graduate students qualifying for resident tuition in both the fall and spring semesters will be assessed resident tuition for the immediately following summer term.
- d) Graduate students NOT on Assistantship may enroll in Continuous Registration 5920 and 5940. Tuition will be assessed at \$40 per credit hour on these courses only. Mandatory fees are applicable.
- e) Student classification for fee purposes (and reduced tuition rates) is addressed in Trustee Regulation VIII C.

Mandatory Fees, Summer 2020

Mandatory fees assessed during the 2020 Summer Session will be assessed based on whether the student is enrolled in any classes delivered on the Laramie campus or only classes delivered by UW at a Distance. Mandatory fees will be assessed each student registered in one or more courses delivered on the Laramie campus during the 2020 Summer Session. Mandatory fees will not be assessed if a student is only enrolled in classes delivered by UW at a Distance but Distance Education and/or UW at Casper delivery fees will be assessed. Fees are to be paid with tuition and will be assessed as follows:

For students enrolled in one or more Laramie campus classes (and applied to **total** enrollment):

- **ASUW:** The fee supports the Associated Students of the University of Wyoming operations and programs.
- **Consolidated Student Services:** The fee supports (AWARE) Alcohol Wellness Alternatives, Research, and Education; Counseling Center, Fraternity and Sorority Life; Multicultural Affairs, recreation facilities and programs; student activities, leadership, and service programs; Student Conduct and investigations; Student Health Service; Student Welfare Programs; University Disability Support Services; Wellness Center operations and programs; and Wyoming Union operations, and repairs.
- **Music/Theater:** The fee supports the Music and Theater department operations and programs.
- **Recycling:** The fee supports the Wyoming recycling program.
- **Student Media:** The fee supports the Branding Iron, Owen Wister Review, Frontiers magazine and other student publications.
- **Student Success:** The income is specified for the support of ECTL, STEP Student Success, Libraries support for learning commons/ student success sandbox, UW Art Museum active, experiential and interdisciplinary learning opportunities, Student advising coordination, Center for Advising and Career Services training, certification and development.

Summer session students who are enrolled and pay the Consolidated Student Services Fee have access to Campus Recreation and Student Health for the entire summer.

Students enrolled for the spring semester and pre-registered for the fall semester, but not enrolling during the summer session, will be eligible to purchase summer access to Student Health and/or Recreation by paying the mandatory fees assessed for the summer term.

Mandatory Fees, Summer, Laramie Campus enrollment	FY 2020
Consolidated Student Services fee- Flat Rate	157.04
Student Success- Flat Rate	16.80
Flat Rate Summer Fee Total	173.84
Consolidated Student Services fee- Per credit hour	18.46
ASUW- Per credit hour (to a maximum of \$43.19)	4.40
Music/Theatre- Per credit hour (to a maximum of \$6.05)	2.97
Recycling- Per credit hour (to a maximum of \$10.12)	0.19
Student Media- Per credit hour (to a maximum of \$21.19)	1.76
Per Credit Hour Fee Total	27.78

Summer Session – Course Refunds

Summer Session 2020

Session	100% Drop/Add	50%	25%	0%
12 weeks	6 days	7-15days	16-29 days	30+ days
8 weeks	4 days	5-9 days	10-20 days	21+ days
6 weeks	3 days	4-8 days	9-15 days	16+ days
4 weeks	2 days	3-5 days	6-10 days	11+ days
3 weeks	2 days	3-4 days	5-8 days	9+ days
2 weeks	1 day	2-3 days	4-5 days	6+ days
1 week	1 day	2 nd day	3 rd day	4+ days

Examples of these calculations are available in Student Financial Services

IIIA. Distance Education

Distance Education Credit Programs- Course Tuition and Fees

The tuition policy of the Trustees for the 2020 fiscal year for credit courses delivered at a distance includes the following:

- Tuition and delivery fees, including courses delivered thru distance education, are established to support the costs of instruction in a UW credit course delivered outside the UW-Laramie campus, excluding laboratory and special course fees authorized by the Trustees and defined in Section I of this Fee Book.
- UW at a Distance delivers three types of degree and academic certificate programs – core programs, differential, and entrepreneurial programs.
 - Tuition for entrepreneurial and differential programs is set at a rate to allow these programs to be self-supporting.
 - Tuition for core programs are indexed to regular UW tuition rates.
- Students enrolled in Distance courses are assessed a \$25 per credit hour Delivery fee
- Mandatory campus fees are not assessed to students enrolled solely in Distance Education credit courses (UW at a Distance, UW-Casper, or a combination thereof).
- Tuition is payable on the same payment schedule as the UW-Laramie campus.

Winter Break – Course Tuition and Fees

- a) During the Winter Break, courses will be delivered through Distance Education.
- b) Tuition is established to support the costs of delivering Winter Session courses and does not include study abroad fees, special course fees, or delivery fees.
- c) Additional expenses to cover travel and other expenses will vary by course and will be assessed.
- d) Payment of tuition, fees, and additional expenses is due on the same payment schedule as the UW-Laramie campus for spring unless other deadlines are published.

Outside Agency Sponsored Course and Continuous Registration Course Registration Fee

Courses offered for University credit but for which the University incurs no instructional or delivery costs will be assessed a registration fee to cover administrative costs. These courses include:

- Courses offered for professional development and taught by non-UW employees, in which the content and instructors have received approval by appropriate University departments.
- Continuous Registration courses required of graduate students for the sole purpose of maintaining their degree candidacy when they are taking no other credits.
- Courses offered in partnership with the National Outdoor Leadership School (NOLS), and the University of Wyoming International Studies Peace Corps Option for University of Wyoming academic credit.

Not included are courses (other than Continuous Registration) in which the instructors are UW employees, regardless of the sources of remuneration for the instruction. Exceptions are possible only in cases where there is a compelling rationale, such as external funding that (a) is sufficient to cover the instructors' salary and benefits and (b) explicitly requires the delivery of credit-bearing curriculum for an administrative fee. Authorization for such exceptions is not automatic, and it requires prior written approval by the Provost and Vice President for Academic Affairs.

Distance Education Credit Course Registration Fee	FY 2020
Outside Agency Sponsored courses, per credit hour	50.00
Continuous Registration, NOLS, Peace Corps courses, per credit hour	40.00

IIIB. UW at Casper

University of Wyoming at Casper– Course Tuition and Fees

- Tuition and delivery fees, including courses delivered at UW-Casper, are established to support the costs of instruction in a UW credit course delivered outside the UW-Laramie campus, excluding laboratory and special course fees authorized by the Trustees and defined in Section I of this Fee Book.
- UW-Casper delivers degree and academic certificate programs - all core programs.
 - Tuition for core programs is indexed to regular UW tuition rates.
- Students enrolled in UW-Casper courses are assessed a \$25 per credit hour Delivery fee.
 - Mandatory campus fees are not assessed to students enrolled solely in Distance Education credit courses (UW at a Distance, UW-Casper, or a combination thereof).
- Tuition is payable on the same payment schedule as the UW-Laramie campus.

Outside Agency Sponsored Course and Continuous Registration Course Registration Fee

Courses offered for University credit but for which the University incurs no instructional or delivery costs will be assessed a registration fee to cover administrative costs. These courses include:

- Courses offered for professional development and taught by non-UW employees, in which the content and instructors have received approval by appropriate University departments.
- Continuous Registration courses required of graduate students for the sole purpose of maintaining their degree candidacy when they are taking no other credits.

Not included are courses (other than Continuous Registration) in which the instructors are UW employees, regardless of the sources of remuneration for the instruction. Exceptions are possible only in cases where there is a compelling rationale, such as external funding that (a) is sufficient to cover the instructors' salary and benefits and (b) explicitly requires the delivery of credit-bearing curriculum for an administrative fee. Authorization for such exceptions is not automatic, and it requires prior written approval by the Provost and Vice President for Academic Affairs.

UW at Casper Credit Course Registration Fee	FY 2020
Outside Agency Sponsored courses, per credit hour	50.00
Continuous Registration, per credit hour	40.00

UW at Casper – Miscellaneous Fees

UW at Casper - Miscellaneous	FY 2020
Course fees for courses delivered through UW at Casper will be the same as for courses outlined in this Fee Book	Varies
Late registration fee - University of Wyoming at Casper, per semester	25.00
Use of computer laboratories in public schools and community colleges, per student	11.00

IVA. Program and Special Course Fees- Program Fees

FY 2020	
College of Agriculture	
Advising fee (Applies to all on-campus course codes below the 5000-level offered by the College of Agriculture)	6.00/credit hour
Science-Quantitative (Sci-Q) Program Fee ((Applies to all on-campus course codes below the 5000-level offered by the College of Agriculture)	15.00/credit hour

FY 2020	
College of Arts & Sciences	
Advising fee (Applies to all on-campus course codes below the 5000-level offered by the College of Arts and Science	6.00/credit hour
College of Arts and Science Program Fee (Applies to all on-campus course codes below the 5000-level offered by the College of Arts and Science, with the exception of the codes described in the Sci-Q and Visual and Performing Arts Program fees below.)	3.00/credit hour
Science-Quantitative (Sci-Q) Program Fees (Applies to all on-campus ANTH, ASTR, BOT, CHEM, GEOG, GEOL, LIFE, MATH, PHYS, STAT, ZOO course codes below the 5000-level)	15.00/credit hour
Visual and Performing Arts (VPA) Program Fees (Applies to all on-campus ART, MUSC, THEA course codes below the 5000-level)	25.00/credit hour

FY 2020	
College of Business	
Advising fee (Applies to all on-campus course codes below the 5000-level offered by the College of Business	6.00/credit hour
College Program Fee (Applies to all on-campus course codes below the 5000-level offered by the College of Business)	20.00/credit hour

FY 2020	
College of Education	
Advising fee (Applies to all on-campus course codes below the 5000-level offered by the College of Education	6.00/credit hour
College Program Fee (Applies to all on-campus course codes below the 5000-level offered by the College of Education)	22.00/credit hour

FY 2020	
College of Engineering and Applied Science	
Advising fee (Applies to all on-campus course codes below the 5000-level offered by the College of Engineering and Applied Science)	6.00/credit hour
College Program Fee (Applies to all on-campus course codes below the 5000-level offered by the College of Engineering and Applied Science)	25.00/credit hour

FY 2020	
Haub School of Environment and Natural Resources (ENR)	
Advising fee (applies to all on-campus course codes below the 5000-level offered by the Haub School)	6.00/credit hour
Haub School Program Fee (Applied to all on-campus course codes below the 5000-level offered by the Haub School)	20.00/credit hour

FY 2020	
College of Health Sciences	
Advising fee (applies to all on-campus course codes below the 5000-level offered by the College of Health Sciences)	6.00/credit hour
College of Health Sciences Program Fee (applies to on-campus SOWK, WIND course codes below the 5000-level offered by the College of Health Sciences, with the exception of the programs listed below)	6.00/credit hour
Communication Disorders Program Fee (applies to all on-campus SPPA, course codes below the 5000-level)	21.00/credit hour
Kinesiology And Health Program Fee (applies to all on-campus HLED, KIN course codes below the 5000-level)	21.00/credit hour
Nursing Program Fee (applies to all on-campus NURS courses below the 5000-level)	21.00/credit hour

FY 2020	
School of Energy Resources (SER)	
Advising fee (applies to all on-campus ERS codes below the 5000-level)	6.00/credit hour

FY 2020	
Miscellaneous Programs Outside Schools and Colleges listed above	
Advising fee (applies to all on-campus course codes below the 5000-level offered under the following codes: Information Literacy (LBRY), Environmental Systems Science (ESS), Honors Program (HP) and University of Wyoming (UWYO))	6.00/credit hour

IVB. Program and Special Course Fees- Special Course and Other Fees

	FY 2020
College of Agriculture	
Graduate Student Computing Fee , per semester, full-time graduate students	34.00
Graduate Computing fee, part-time student, per credit hour Graduate Students: Maximum part-time assessment \$34/semester All students - academic year and summer	3.95
Family and Consumer Sciences	
Diet or recipe analysis	50.00/analysis
Graded Exercise Fitness Test with oxygen consumption (VO2max) and electrocardiogram (EKG) monitoring	175.00
Resting Metabolic Rate (RMR) testing and analysis	50.00
Body Consumption Analysis via skinfolds	10.00

	FY 2020
College of Arts & Sciences	
Graduate Student Computing Fee , per semester, full-time graduate students	34.00
Graduate Computing fee, part-time student, per credit hour Graduate Students: Maximum part-time assessment \$34/semester All students - academic year and summer	3.95

	FY 2020
College of Arts & Sciences	
Mathematics	
Calculator rental fee – per semester	10.00
Acing Algebra – Math Refresher Course	125.00
Modern & Classical Languages	
Language Credit by Exam	80.00
Music	
Applied music fees, w/faculty member 1/2 hour lesson per week per semester, academic year and summer	150.00
Applied music fees, w/faculty member. One hour lesson per week per semester, academic and summer	300.00
Music instrument rental fee	25.00
Music locker fee, per student	15.00
Public School Music Methods fee, per class	5.00
Music - Practice Rooms, per semester Unlimited practice as rooms are available	35.00
Political Science	
Political Science Challenge Exams	80.00
Internship Program sponsored by the Washington Center	200.00
Psychology Department	
Cognition and Emotion Laboratory lost damaged equipment charge	COST

	FY 2020
College of Business	
Graduate Student Computing Fee , per semester, full-time graduate students	34.00
Graduate Computing fee, part-time student, per credit hour Graduate Students: Maximum part-time assessment \$34/semester All students - academic year and summer	3.95
MBA Program Office Transcript evaluation fee – Graduate This fee, to be paid by cashier's check, must be paid prior to transcript evaluations for students interested in the MBA Programs who have not applied for admission to the University of Wyoming.	25.00

	FY 2020
College of Education	
Graduate Student Computing Fee , per semester, full-time graduate students Lab and Equipment fee	34.00
EDAG 3180 Welding Technology, per course	90.00
EDEX 5100	350.00
EDEX 5200	350.00
Counselor Education Training Clinic fees	
CNSL 5310	20.00
CNSL 5320	20.00
CNSL 5610	20.00

College of Education	FY 2020
CNSL 5860	20.00
CNSL 5875	20.00
CNSL 5580 Counselor Education Internship fee	25.00
EDAD 5580 Educational Leadership Internship fee	25.00
Curriculum and Instruction Endorsement Area application fee	40.00
Background Check for Counselor Education Program admission	25.00
Counselor Education Clinic fee for substance abuse evaluation	50.00
EDCI 5580 5580 Supervised Internship in Early Childhood Education	20.00
Service Fee, Out-of-state students enrolled in non-Wyoming institutions teaching in Wyoming and supervised by UW	700.00
Service Fee, UW students requesting out-of-state student teaching placements	100.00

College of Health Sciences	FY 2020
Graduate Student Computing Fee , per semester, full-time graduate students	34.00
Graduate Computing fee, part-time student, per credit hour Graduate Students: Maximum part-time assessment \$34/semester All students - academic year and summer	3.95
School of Pharmacy, Drug Information Center Copies, per page Minimum charge Fax	.10 1.00 2.00
Background check required prior to admission (all students)	Direct Cost
Professional Liability fee (Annual fee paid only once per year)	13.00
Social Work Graduate Courses	
5450 - Out of State Practicum Fee	Direct Cost
5460 - Out of State Practicum Fee	Direct Cost
5850 - Out of State Practicum Fee	Direct Cost
5450 Social Work Practicum I, per credit hour	20.00
5460 Social Work Practicum II, per credit hour	20.00
5850 Social Work Practicum III, per credit hour	20.00
Kinesiology and Health	AT COST
Hepatitis B vaccination DIRECT COST	AT COST
TB Screen DIRECT COST	
Body Composition Assessment- DEXA (Dual Energy X-Ray Absorptiometry)	20.00-85.00

School of Nursing Doctor of Nursing Practice (DNP), non-refundable seat fee for all newly admitted, first year students. The deposit will be applied as a payment towards tuition and fees during the first semester	\$500.00
CPR certification; required immunizations/titers/TB testing and Immunization Tracker; stethoscope, watch, uniforms, shoes, and name tags; travel, housing and individual site requirements.	DIRECT COST
School of Pharmacy Seat deposit (1 st year professional students, applied in full to tuition and fees, non-refundable)	750.00
Practicum Fee (PHCY 1 st and 2 nd year) 6170 Introduction Pharmacy Practicum, per credit hour	10.00
6270 Intermediate Pharmacy Practicum, per credit hour	10.00
Practicum Fee (PHCY 2 nd and 4 th year experiential rotations) PHCY 6465, 6470, 6471, 6473, 6480, 6481, 6482, 6483, 6485 per credit hour	15.00
Active Intern license(s) for WY (Other states, in addition, as required); Required immunizations/titers/TB skin test(s); Background check(s) required prior to the start of P4 rotations and as required by individual sites; CPR certification; drug screens, Documentation of Health Insurance; Stethoscope; Travel, Housing, and Individual site requirements.	DIRECT COST
Transcript review, transfer students	40.00
Electronic portfolio and programmatic assessment software subscriptions for 1 st , 2 nd , 3 rd and 4 th year students	75.00

	FY 2020
WWAMI Medical Education*	
Year 1 Tuition support payment	14,180
Year 2 Contract support payment	14,747
Year 3 Contract support payment	15,337
Year 4 Contract support payment	15,949
<i>* Please note that these rates are for students entering into contracts in FY20. All previous rates are outlined in the individual contracts.</i>	

	FY 2020
WYDENT *	
Year 1 Contract support payment	12,410
Year 2 Contract support payment	12,906
Year 3 Contract support payment	13,423
Year 4 Contract support payment	13,960
<i>* Please note that these rates are for students entering into contracts in FY20. All previous rates are outlined in the individual contracts.</i>	

	FY 2020
Communication Disorders	
SPPA 5270 and 5290 Hearing Resource Practicum	100.00
Hepatitis B vaccination DIRECT COST	AT COST
TB Screen DIRECT COST	AT COST

	FY 2020
Department of Army ROTC	
Laboratory classes 1010,1020,2010,2020,3010,3020,4010,4020	25.00

	FY 2020
Haub School of Environment and Natural Resources (ENR)	
For all courses, fees are charged according to the cost required to offer the class:	
ENR 1101 Field Week: per person, per class	
ENR 1200 field laboratories: per person, per class	500
ENR 4890-5890 special topics in international environmental and natural resource studies: per person, per class depending on the location and nature of the class	500
ENR 4900/5900 international field trip: per person, per class depending on the location and nature of the class	3,500
ENR 5920/5921 Collaborative Program in Natural resources, per person, per class	1,500
ENR 4010/4011/4012 Winter ecology, per person, per class	1,500
	2,000

	FY 2020
Shell 3D Viz Center	
Services of Hardware Hire- 3D Cave	
Rates for Research Grants	
Per month	10,967.00 +40%
Per day	548.00 +40%
Per hour	69.00 +40%
Head Mounted displays (Per day)	100.00 +40%
Rates for Private Sector	
Per month	13,160.00
Per day	658.00
Per hour	82.00
Head Mounted displays (Per day)	120.00
Rates for teaching use by UW and K-12 schools	0.00

	FY 2020
Exchange Programs, International	
International Exchange/Study Abroad Program Application Fee*	215.00
International Field Course Fee	140.00
Domestic/International Consortium Agreement Fee: required of students who are receiving financial aid from UW to attend	100.00

Exchange Programs, International	FY 2020
another domestic or international institution and who are required to concurrently enroll in UWYO4000	
* Additional non-UW application fees are associated with the NSE (\$75 – as of July 2005) and ISEP (\$315) programs (as of September 2006). The institution serves as a pass through from the student to the program. Dollars are collected by UW for each application and then remitted annually to the program.	
Exchange Programs, National	FY 2020
National Exchange Program Application Fee *	75.00
* Additional non-UW application fee is associated with NSE (\$150) program (dollar amount currently as of July 2007). The institution serves as a pass through from student to program. Dollars are collected by UW for each application and then remitted annually to the program.	

College of Law	FY 2020
Application fee	50.00
Computing fee, per semester, full-time students	34.00
Computing fee, part-time students per credit hour Maximum part-time assessment \$34/semester All students – academic year and summer	2.95
Potter Law Club, each law student, per semester	20.00
Seat deposit (first-year students, applied in full to tuition and fees, non-refundable)	500.00

Summer Session	FY 2020
Students enrolled in the courses listed below will be assessed the following per credit hour course charge for travel expenses, room/board costs, etc., in addition to resident tuition and fees.	
Anthropology 4140, Field Work in Wyoming (2-6 credit hours, per credit hour)	350.00
Anthropology 5180, Ad Archaeological Field Studies, per credit hour	300.00
Geology 4717, summer Field Camp (2-6 credit hours), per credit hour	300.00
ART 4620 Summer Outdoor Studio (1-3 CH) per course	60.00

V. UNIVERSITY FEES, CHARGES, AND DEPOSITS

Fees charged to students and the university community

Admissions Office

- a) Application Fee, New Undergraduate Non-International Students: A fee is assessed all new, undergraduate non-international students applying for admission to the University.
- b) Application Fee, New Undergraduate International Students: A fee assessed all new, undergraduate international students applying for admission to the University.
- c) Matriculation Fee: A fee assessed to all full-time freshman and transfer students during their first semester enrollment. The fee covers all programs and materials associated with orientating new students to the college experience.

	FY 2020
Admissions Office	
Application Fee New undergraduate non-international students (one time)	40.00
Application Fee New, undergraduate international students (one time)	40.00
Application Fee All graduate students applying for admission	50.00
Parent Orientation fee, each	10.00
Matriculation Fee (one time – first semester)	40.00
Student Orientation Program:	
Students:	
\$60 per student (mandatory) Includes double room and meals: A one-night stay with an assigned student roommate; includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day	60.00
Parents and Guests:	
Option 1- \$60 per person Double room and meals: A one-night stay with either the roommate of your choice or an assigned same-sex parent; includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day. <i>If two parents or guardians would like to share a room, each must choose this option. If only one parent is attending orientation and has not requested a single room. He/she will be paired with a same-sex parent roommate for the night.</i>	60.00
Option 2- \$70 per person Single room and meals: Available for individual parents/ guardians only, single room; includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day.	70.00
Option 3- \$45 per person Meals only: Includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day.	45.00

ASUW and Student Service Programs	FY 2020
Associated Students Attorney Legal documents, per document	20.00
Associated Students Technical Service*	
RSO, ASUW and Union events are not billed for technical service unless event is off-campus or admission/vendor fees are charged.	20.00 10.00
<u>Labor costs</u>	20.00
ASTECCoordinator/Supervisor labor, per hour	15.00
Technician, per hour	
Associated Students Technical Service Equipment Rental with technician, per day Technician labor costs will be added (see above)	
Sound systems, outside of Central Campus (excepting ASUW, RSO, and Union events) and off Campus (all University Entities)	600.00
Large concert system	Add 113.00
With 2 additional speakers	Add 150.00
With 2 additional subs	413.00
Medium concert system	Add 75.00
With 32 channel mixer	Add 113.00
With 2 additional speakers	300.00
Small concert system	Add 75.00
With 16 channel mixer	300.00
Large PA system	182.00
Medium PA system	75.00
Small PA system	
Stage lighting	75.00
Small	150.00
Medium	188.00
Large	
Advanced Stage Lighting	150.00
250w moving head (wash)	300.00
700w moving head (wash)	300.00
700w moving head (profile)	75.00
72 LED wash light	30.00
Audio recording	60.00
Wireless microphone	

ASUW and Student Service Programs	FY 2020
<p style="text-align: center;">Associated Students Technical Service Equipment Rental with technician, per day Technician labor costs will be added (see above) Sound systems, on-campus</p> <p>Large concert system 400.00 With 2 additional speakers Add 75.00 With 2 additional subs Add 100.00 Medium concert system 275.00 With 32 channel mixer Add 50.00 With 2 additional speakers Add 75.00 Small concert system 200.00 With 16 channel mixer Add 50.00 Large PA system 200.00 Medium PA system 125.00 Small PA system 50.00</p> <p>Stage lighting Small 50.00 Medium 100.00 Large 125.00 Advanced Stage Lighting 250w moving head (wash) 100.00 700w moving head (wash) 200.00 700w moving head (profile) 200.00 72 LED wash light 75.00 Audio recording 20.00 Wireless microphone 40.00</p>	
<p style="text-align: center;">Additional Equipment Rental, per day</p> <p>Microphone w/cable* 10.00 CD Player 20.00 Additional full-range speakers (2)* 75.00 Subwoofers (2)* 100.00 Additional monitor* 38.00 Effects processors* 20.00 Graphic Equalizers (31 band)* 20.00 5 channel mixer* 25.00 10 channel mixer* 50.00 16 channel mixer* 75.00 32 channel mixer* 100.00</p> <p>*Events held off-campus will be charged 150% of equipment list price. Events held outside of Central Campus by groups other than ASUW, RSOs, and the Union will be charged off campus equipment price.</p>	
<p style="text-align: center;">Additional Charges</p> <p>Rush charge (less than 10 working days notice) 25% of the event cost</p> <p>Failure to Cancel Charge (within 48 hours of event) Cost + labor *cost of equipment reserved plus cost of setup/teardown labor 25.00</p>	

ASUW and Student Service Programs	FY 2020
Delivery charge (for events held outside of the Union)	

Center for Advising & Career Services	FY 2020
American College Testing Program, residual only	51.00
As required, charges for administration of other tests are established to recover cost of test to the Center, and reasonable administrative expenses	

Cultural Programs	FY 2020
Ticket prices vary by event, up to maximum of \$35 For some events, discounts are available to students and senior citizens	max 35.00
Ticket handling fee, per season order	3.00
Ticket handling fee, per ticket	.50

Ellbogen Center for Teaching and Learning	FY 2020
Instructional Services Center support will be provided to the UW teaching community free of charge. The exceptions are consumable materials such as paper, overheads, video and audiotape, and diskettes.	
Instructional Media Center	
Video dubbing, per tape	3.00
Video editing, per hour	25.00
Lost/damaged equipment	AT COST

Environmental Health and Safety Office	FY 2020
Film Badge Exchange, late return	
First late badge, calendar year	0.00
Second late badge, calendar year	6.00
Third late badge, calendar year	10.00

Information Technology

Information Technology Voice Services	FY 2020
Additional information: www.uwyo.edu/infotech	
Basic/Single Lines Sets – monthly charges	
Maestro 1500 (Display)	22.20
Existing Maestro 3500, discontinued	29.00
Trimline (Public phones and Housing)	22.10
Touchtone (Wall Phones)	21.60
Existing Maestro 9316 (handsfree, display), discontinued	29.60
Astra 9116, discontinued	29.00
Cortelco 2730 (replaces Astra 9116)	30.00
Scitek (handsfree, display) discontinued	29.90
All sets require a one-time activation charge	45.00
Multi Line Sets with Displays, monthly charge	
Meridian 5209 (Class Set)	28.00
Meridian 5312 (Class Set)	30.00
Meridian 2008 (Business Set, with display)	32.10
Meridian 2616 (Business Set)	37.40
Meridian 5316 (Business Set). Discontinued	36.30
Meridian 2317 (digital)	34.70
Meridian 5216 (Multi line analog)	33.60
Cordless Sets, monthly charge	34.20
Setup Charges (one-time, required)	45.00
Other	
Telecom Labor charge, per hour	45.00
Bridged Line	8.00
All bridged line, one-time activation	45.00
Line Access (for fax, conference line, etc.)	21.10
Line Access, one-time activation (for fax, conference line, etc.)	45.00
Interbuilding Circuit - without dial tone, per month	10.00
Service Move Fee, one-time	45.00

Information Technology Voice Services	FY 2020
Additional information: www.uwyo.edu/infotech	
Voice Over Internet Protocol (VoIP)	
Cisco 7911(single line set), per month	27.90
Cisco 7912 (single line set), per month	27.90
Cisco 7940 (two line set), per month	33.20
Cisco 7960 (six lineset), per month	34.20
Cisco 7945 (2 line Gigabit set), per month	45.40
Cisco 7961 (6 line Gigabit set), per month	48.00
Cisco Soft Phone	21.10
Cisco line only, per month	21.10
Activation Charge (one-time, charge includes phone and 1 workstation, required)	200.00
VOIP adds	45.00
VOIP moves/changes	45.00
ISDN, per month	39.00
Setup, one-time, not less than	90.00
Inter Building T-1 lines, per month	20.00
Setup, one-time (equipment costs extra ~ \$500)	Varies
Other	
1-800 (toll free)	Varies
1FB-QWest measured business line, features extra	Varies
1FB Qwest measured business line, one-time setup	Varies
Additional DID (766+) number, per month	5.00
Additional DID (766+) number, one-time setup	10.00
Listings - Laramie White pages (CenturyLink), per month	Varies
Listings - Laramie White pages (CenturyLink), one-time	Varies
DEX Media Listings	Varies
Features	
Line Features	
(forwarding, pick-up, ring again, etc.) per month	N/C
Programming change, one time charge	10.00
Student Caller ID, per month	2.00
Student Caller ID, one-time setup	10.00
Student Call Waiting ID, per month	1.00
Student Call Waiting ID, one-time setup (if ordered separately)	10.00
Re-bill cost for collect calls accepted by students	5.00
Exchange Unified Messaging	
Voicemail, UW Affiliates, per month	6.80
Voicemail, administration and students per month	6.80
Voicemail- one-time setup fee	10.00
any change (per occurrence)	
Recorded Announcement, per month	6.00
Recorded Announcement, one-time setup	10.00
Auto Attendants	
Choice of 1 mail box or 1 announcement, per month	10.00
Choice of 1 mail box or 1 announcement, one-time set-up	10.00
2-4 mail boxes and/or announcements (combined, totaling no more than 4), per month	20.00
2-4 mail boxes and/or announcements (combined, totaling no more than 4), one-time set-up	25.00

Information Technology Voice Services	FY 2020
Additional information: www.uwyo.edu/infotech	
5-7 mail boxes and/or announcements (combined, totaling no more than 7), per month	30.00
5-7 mail boxes and/or announcements (combined, totaling no more than 7), one-time set-up	25.00
8-10 mail boxes and/or announcements (combined, totaling no more than 10), per month	40.00
8-10 mail boxes and/or announcements (combined, totaling no more than 10), one-time set-up	25.00
11-12 mail boxes and/or announcements (combined, totaling no more than 12), per month	50.00
11-12 mail boxes and/or announcements (combined, totaling no more than 12), one-time set-up	25.00

Information Technology Data Services to UW Departments	FY 2020
Service Move (building wiring extra, if needed)	45.00
Ethernet jack activation, (building wiring extra, if needed) – see note 1	245.00
UW affiliates jack activation (building wiring extra, if needed)	295.00
Service charges, per hour	40.00
Cards, Cables, Transceivers, misc equipment	Varies
Data connection wired (UW Affiliates), per month	14.50
Data connection wired (Non-State Funded), per month	9.50
Gigabit data port student computer labs (minimum of 6 activations, building wiring is extra if needed. Existing locations only. For new installations, full installation fees apply)	150.00
Additional Data Storage:	
General data storage (File, Web, Multimedia- per GB/year)	Varies
Server based storage (for contracted servers and services only):	Varies
High performance storage (per GB/year- 5 year contract)	Varies
Bulk storage (greater than 1TB)	Varies
Storage backups	Varies
Virtual Hardware	Varies
Physical Hardware	Varies
Please see our website for more information:	Varies
https://www.uwyo.edu/infotech/aboutit/fees/tssfees.asp Special computer accounts, per month (6 mo. min)	Varies
Generic mail accounts, per month (6 mo. min)	6.50
Non UWYO web site hosting and DNS service, per year	4.00
Exchange Calendar Resource, per month	100.00
	1.00
Departmental application server support (Tier 2 Server Support)	
• System support of departmental application server (O/S, patches, security, backups, monitor), per year.	Varies
	Varies

Information Technology Data Services to UW Departments	FY 2020
<ul style="list-style-type: none"> • Application server hardware – Server hardware includes CPU, memory, disks, network interface and connection, rack space, OS license and other items. • Vendor hardware contract (mandatory after warranty expires) per vendor quote. • Software licenses and miscellaneous additional charges per vendor quote 	Varies
Please see our website for more information: https://www.uwyo.edu/infotech/aboutit/fees/tssfees.asp	Varies
Information Technology Client & ADS Services	FY 2020
IT Maintenance	
Time and Materials, per hour (1/2 hour minimum)	40.00
Non-software installation or setup, per hour (1/2 hour minimum)	40.00
Resource Services Charge per computer ordered	30.00
Software	
Adobe/Macromedia-see current price list from IT Web pages	Varies
Microsoft Select Program including Work At Home - see current price list from IT Web pages	Varies
Exceed for Windows	180.00
Exceed maintenance program	27.00
Student Computer Labs	
3D printing (PLA) – cost per hour, ½ hour minimum	1.50/hour
Printed pages per page (b&w), single sided print	.05
Duplex printed pages (b&w), double sided print; per sheet average	.07
Standard Lab node installation, per hour	15.00
Warranty maintenance of Standard Lab Node, per year	25.00
Non-Warranty Maintenance of Lab Node, per hour	15.00
Non-student account setup (used for 1 week or longer), per account	5.00
Setup/maintain non-standard lab system, Setup Charge per hour	15.00
Development and installation of software on standard lab system, per hour	15.00
Warranty maintenance of non-standard lab node, per fiscal year	50.00-100.00
Lab staffing, per hour, per staff member	8.00
Lab software install, per hour	15.00
Laser color prints	.25
Laser color prints (transparencies)	1.25
Plotter Printers- per square foot	.50-1.25
Maintenance of supported Digital Sign Player, per year	100.00
ADS Charges	
General consulting, per hour	70.00
Oracle consulting, per hour	70.00
Basic Web Form Development (including credit card acceptance), per project	500.00
Advanced Web Form Development, per project	Varies

Information Technology Data Services to UW Departments	FY 2020
Web Application/Database Development, per project	Varies
Mobile Application Development, per project	Varies
Systems Charges	
General consulting, per hour	70.00
Miscellaneous	
Workshop sessions offered by IT professionals, per class	0-45.00
Workshop modules	0-45.00
Customized training workshops	
first hour	100.00
each additional hour	50.00
ITC Training Room usage fee (one time, per hour)	
ITC 171	100.00
ITC 173	50.00
ITC 137	30.00
Late return fees for software	30.00
Client Hard Drive back-up/restore of data, per hour	40.00
Computing Imaging – Additional Division Images onetime setup fee, each	150.00
Computing Imaging – annual maintenance fee, each	50.00
Restore user deleted data on IT servers, per hour (see Note 2)	40.00
Unsupported standards (hardware and software) installation and configuration, per hour	40.00
Fraternity/Sorority computer, network installation, configuration and maintenance, per hour*	35.00
* Unless prior, special arrangements are made with the Fraternity or Sorority.	
Data Center Co-Location Fees (All fees do not include shipping)	FY 2020
Reserved Cabinet Space	
Reserved Standard Cabinet (<5KW)	2,900.00
Reserved high density cabinet	Quoted
Shared space – per 10 RU's	500.00
Electrical Drops	
Standard 208 VAC, Dual drop (Waived for shared cabinet space)	760.00
Non-standard drops	Quoted
Cabinet Related	
Shelf	325.00
Cabinet Customization	Quoted
Network	
Network Drops	20.00
Fiber Network Drops	Quoted
Power Cords	
Standard C19/20, C13/14	10.00

Classroom Technology Support	FY 2020
Classroom technology support for events, non-business hours, per hour	25.00
WyoCast/Zoom Mobile Recording System, operations (1 hour minimum), per hour	50.00
WyoCast/Zoom Mobile Recording System, operations, with multi-camera option (2 hour minimum, per hour)	75.00
WyoCast/Zoom Mobile Recording system, set-up and take down (mandatory for all mobile recording sessions)each event, one time	30.00
Onsite technical support for non-classroom spaces (1 hour minimum), per hour	25.00
Instructional technology design and installation consulting fees, non-classroom, per hour	50.00
WyoCast in CR 105,129,133, and Ag Auditorium (academic, traditional classes)	FREE
WyoCast in CR 105; non-academic, special, or after-hours technician (1 hour minimum), per hour	25.00
WyoCast in CR 129, 133; event classification III, per hour (See event classification definitions at: http://www.uwyo.edu/infotech/services/multimedia/wyocast/fees.asp)	25.00

Information Technology Notes:

- 1) Ethernet wired and WiMax wireless speeds vary by building, category of, location wiring and equipment. Please contact IT for bulk (10 or more) data jack activations.
- 2) All Servers including: UW Student, UW Administrative, and WWW.

Identification Cards

Students, faculty and staff, appointed employees, cooperating agency employees, and spouses/dependents are eligible for a campus identification card. The ID card is non-transferable and may result in confiscation and charge for replacement if misused. The cardholder is responsible for all use and/or misuse of their card until its loss or theft is reported to the ID Office or to the Campus Police (after hours only). Money may be added to the card to be used for purchases on campus. The WyoOne ID office also provides Blackboard security/POS service for various locations on campus.

WyoOne ID Office	FY 2020
Identification Card	
Student Card (1 st card and exchanging expired)	FREE
Faculty/staff/appointed employee/cooperating agency card	FREE
Dependents and spouse card of UW employees, students, appointed employees, and cooperating agencies	25.00
Replacement card – due to user damage, loss, stolen, or confiscation	25.00
Other Cards	
Badge, without magnetic strip (includes clear plastic holder with metal clip)	8.00
Service card, with magnetic strip	9.00

WyoOne ID Office	FY 2020
Other Services	
ID Card swipe rental for events	10.00/day
Digital photo	10.00
Passport Photos	
1 st set of two photos printed on glossy paper	14.00
Additional sets of printed photos (sets of 2)	7.50/set
1 set of 2 printed photos, plus digital copy emailed	20.00
Online Deposit Handling Fee	0.30

International Programs	FY 2020
Administrative fee, international students (as % of program fee)	10.0%
Incoming international student exchange and study abroad students	50.00
Sponsored student and scholar per semester	367.50
per summer session	200.00
Russian Program	
WY Resident	100.00
Non-Resident	300.00
Special Session Study Abroad Program Fees: The University offers some credit-bearing courses that involve significant travel costs. Examples include but are not limited to courses conducted in countries outside the United States. In these cases the university's International Programs Office will determine and post the course-specific amounts, beyond tuition, that students should expect to pay to cover the associated costs for transportation, food, lodging and other required expenditures.	Various
Student International Travel Insurance	\$25.00/ 2 weeks \$50.00/ Month \$150.00/ Semester \$300.00/ Year
International Virtual Exchange Technology Fee Per student, per course	\$1,000.00

International Students

As part of tuition and mandatory fees, international students will be required to purchase a University of Wyoming Student Health Insurance Plan, unless their government specifically provides them with adequate insurance. Determination of adequate coverage shall be made by Student Health Service. The Student Health Insurance Plan premium shall be determined annually by the University.

In addition to tuition and mandatory fees, international students will be required to pay an international student service fee. This fee will be exclusive of any grant-in-aid payments for scholarships or graduate assistantships and associated stipends provided by the University of Wyoming.

	FY 2020
International Students, Faculty and Scholars	
International Student Fee, per semester, fall and spring summer session	75.00 55.00
English Proficiency	
Undergraduate battery, regular screening	25.00
Graduate, Provisional admissions battery	20.00
Graduate, Assistantship battery	30.00
Graduate, combined Provisional Admissions and Assistantship battery	35.00
Student Medical Insurance Plan, annual premium determined by competitive bid	Varies
Fee for assistance with Immigration and Naturalization Services H-1B petition	100.00

International Programs – Miscellaneous Fees

International Programs - Miscellaneous	FY 2020
Summer Tour, London, England, in lieu of tuition, per student	150.00

English Language Center

English Language Center
The University's English Language Center offers Pre-College, pre-admission intensive English programming, bridge and advanced English- language curriculum for UW admitted and graduate students, and professional short-term English language and cultural programming for selected external partners. Costs for the program include tuition, English Language Center student fees, housing and dining services, mandatory student fees, and mandatory student health insurance.
ELC Program Costs, Fall/Spring Semester full 16-week semester costs: \$12,000 ELC Program Costs, Summer full 12-week semester costs: \$9,000

University of Wyoming Libraries Fee – Based Services	FY 2020
Research Services	
Wyoming client, per hour	35.00
Non-Wyoming client, per hour	50.00
Rush research service handling fee, immediate response plus hourly rate	+10.00
Consultation Services	
Bibliographic Instruction, per hour (non-UW patron)	50.00
LOANSOME Doc training, per hour	25.00

University of Wyoming Libraries Fee – Based Services	FY 2020
LOANSOME Doc training, per day	NEG.
Consultation for grants/articles/papers, per hour	50.00
Extended research consultation, per hour	50.00
Quality filtering of medical/healthcare information, per search	10.00
Technology Fees	
Content Hosting Minimum, per year, negotiable based on size of collection	300.00
Portal Development, per hour Minimum \$300 initial cost	50.00
Digital Project Consulting, per hour (Consulting work includes digital object creation, choosing metadata schema, and quality assurance)	75.00
UW Libraries Cataloging Fee	
Original cataloged item	35.00
Copy cataloged item with custom edits	20.00
Metadata Creation, per collection record	35.00
Digital Collection Fees	
Scanning Fees	
All services listed are for color or black and white	
Flat Documents (maps, photographs, posters, etc.) Utilizing large format scanner (up to 54" in one dimension, resolution up to 400 dpi) or flatbed scanner (up to 11"x17", resolution up to 400 dpi) for 19 items, flat fee	15.00
Each additional	3.00
Oversize items (larger than 11"x17") per item	20.00
Overhead Planetary Scanning (for books, pamphlets, fragile materials) utilizing Bookeye scanners (items up to 25"x35", resolution up to 400dpi), per page	0.50
CD-R disk, each	1.50
1 GB USB drive, each	3.00

Interlibrary Loan	FY 2020
UW Affiliates (UW students, staff & faculty)	
Overdue interlibrary loan books and lost books, borrower pays costs charged to UW plus non-refundable billing fee per item	COST +5.00
Docline Clients	
Book loan, Wyoming client	10.00
Book loan, non-Wyoming client	11.00
Copy of article, Wyoming client	10.00
Copy of article, non-Wyoming client	11.00
Rush handling fee per item	+10.00
Overdue interlibrary loan books and lost books, borrower pays cost charged to UW	COST
Non-UW Affiliates	
Book loan, excluding reciprocal agreements	20.00
Copy of article	20.00
Book loan or copy of article sent outside of U.S.	35.00
Rush handling fee per item	+10.00
Overdue interlibrary loan books and lost books, borrower pays cost charged to UW	COST

Libraries, Miscellaneous	FY 2020
Card Fee, out-of-state, per year	10.00
Lost key replacement	COST
Processing fee (\$20 refundable if key is returned)	25.00
Lost Item replacement (per item)	COST
Processing fee (\$20 refundable if item is returned)	25.00
Mutilation of materials	
Repair cost plus non-refundable billing/processing fee	+25.00
If complete replacement of item is necessary, actual cost plus non-refundable billing/processing fee	+25.00
Rebinding fee (if tip-in is not applicable)	COST
Tip-in (2 Xeroxed pages maximum)	5.00
Damage to facilities including equipment replacement costs	COST
Fine per item, if intentional damage has occurred -	10.00
Reordering and shipping costs	COST
Staff time fee, per hour (1 hr minimum)	20.00
Photocopy charges	
Microform machines, per copy	.20
Public machines, per copy	.20
Large format copier –library owned materials	
24" x 36" sheets, per copy	2.00
36" x 42" sheets, per copy	3.00
36" wide roll stock, per linear foot	1.00
Large format copier – non-library owned materials	
24" x 36" sheets, per copy	4.00
30"x 42" sheets, per copy	6.00
36" side roll stock, per linear foot	2.00
Laminating, per linear foot	.50
Printing, per page	.20
Scanning Fees:	
Single page scan, including CD-R Disk	1.50
Book/Technical Report, per page	.15
Fragile Item, per page	.25
High Resolution, per page	.50
Coe Library Facility Fees	
Outside Administrative Hours Cost	
Recovery Fee per hour or portion thereof	100.00
Non-UW Events Booking Fee	60.00
Non-UW 506 Room Rental (Half Day)	205.00
Non-UW 506 Room Rental (Full Day)	278.00
Non-UW Room Rental other than 506 (Half Day)	110.00
Non-UW Room Rental other than 506 (Full Day)	131.00
Manual Labor Surcharge (per person/ per hour or portion thereof)	20.00 30.00
Technology Labor Surcharge (per person/per hour or portion thereof)	35.00
Excessive Cleaning Surcharge (per person/per hour or portion thereof)	+ materials 50.00
Furniture Damage Surcharge	+ actual cost of repair or replacement

Recreation

Recreation Facility Access Fees	FY 2020
Facility Access	
UW employee, UW appointee, or spouse (includes towel service)	
Per semester	174.25
Annual fee	348.50
Dependent child of UW employee, student, and UW appointee (19 years and younger, not having graduated from high school)	
Per semester	22.00
Per year	44.00
UW Cooperating Agency employee or spouse	
Per semester	211.00
Annual fee	422.00
UW Cooperating Agency dependent	
Per semester	43.00
Annual fee	86.00
Student spouse, per semester	115.50
Locker Fee	
<u>Additional charge to above facility access rates</u>	
Box lockers, per semester	18.00
Box lockers, annual	36.00
Half lockers, per semester	42.00
Half lockers, annual	84.00
Facility Access Pass	
Replacement, lost or stolen pass	10.00
Daily Guest pass (purchased with UW Campus Express Card)	7.00
Multiple day punch pass, per day, per person	7.00

Recreation Miscellaneous Fees	FY 2020
Recreation, Intramural, or Outdoor Adventure Programs	
Fees established for individual Recreation, Intramural, or Outdoor Adventure classes, clinics, special events and activities, shall be sufficient to cover the instructors/speakers and other related expenditures.	
Intramural participation fee (part-time non-benefited students, employee or spouse)	5.00
Fees for lost or damaged items	
Combination Lock	At Cost
Key lock	At Cost
Badminton racquet	At Cost
Basketball	At Cost
Boxing gloves	At Cost
Volleyball	At Cost
Weight training belt	At Cost
Adult Education, Summer Conference	
Per person up to four weeks, paid by conferee	24.00

Recreation Miscellaneous Fees	FY 2020
Per person over four weeks, paid by conferee	48.00

Office of the Registrar

- a) Late Registration: A fee is assessed to students enrolling as late registrants during the first ten days of University scheduled classes for a regular semester, and such other late period as may be designated and announced for the summer term.
- b) Late Graduation Check Sheet: A fee assessed to students failing to complete the check sheet at least six months prior to the scheduled graduation.
- c) Graduation Fees: A fee assessed to all graduating students to cover the costs of diplomas, signature plates, mailing and overtime. This fee must be paid six weeks prior to the scheduled graduation date.
- d) Late Payment, Graduation Fees: A fee assessed to all graduating students failing to pay the graduation fee as prescribed.
- e) Transcript Fees: A fee will be assessed those individuals requesting 24-hour service.
- f) Lost Check Sheet for Graduation: A fee assessed to students for loss of a Graduation Check Sheet.
- g) Replacement Diploma: A fee assessed to graduates requesting a replacement diploma for a lost, destroyed or stolen diploma. The new diploma will carry the original date of graduation but signatures will be those of current University officials.
- h) Reissued Diploma: A fee assessed to graduates requesting a diploma be reissued with a name change. The new diploma will carry the original date of graduation but signatures will be those of current University Officials.
- i) Non-standard diploma: A fee will be assessed to students who request an exception from the standard diploma in listing of the title of the major/s on the diploma.

Office of the Registrar	FY 2020
On-line registration fee, per credit hour	40.00
Minimum charge per course	80.00
Late registration	
Summer session	10.00
Regular semester	25.00
Late graduation check sheet	
0-5 months late	3.00
6 months late	6.25
Lost graduation check sheet	1.00
Graduation fee	25.00
Late payment, graduation fee	5.00
Transcript fee	N/C
24 hour service, each	10.00
Diploma, reissued	50.00
Non-standard diploma	25.00
Administrative fee to retroactively change academic record	50.00
Certificate	25.00

Psychology Clinic	Graduate student as primary therapist or presenter	Faculty member as primary therapist or presenter
Psychology Clinic Services		
ADHD-only assessment		
Net income under \$25,000 OR UW Student OR Senior (>=65 years of age)	200.00	200.00
Net income \$25,001 to \$50,000	300.00	600.00
Net income \$50,001 and above	400.00	800.00
Diagnostic clarification assessment		
Net income under \$25,000 OR UW Student OR Senior (>=65 years of age)	200.00	200.00
Net income \$25,001 to \$50,000	300.00	600.00
Net income \$50,001 and above	400.00	800.00
ADHD+LD assessment		
Net income under \$25,000 OR UW Student OR Senior (>=65 years of age)	300.00	300.00
Net income \$25,001 to \$50,000	500.00	1,000.00
Net income \$50,001 and above	700.00	1,400.00
ADHD-+LD+ Diagnostic Clarification		
Net income under \$25,000 OR UW Student OR Senior (>=65 years of age)	400.00	400.00
Net income \$25,001 to \$50,000	600.00	1,200.00
Net income \$50,001 and above	800.00	1,600.00
Psychotherapy (50 minute session)		
Net income under \$25,000 OR UW Student OR Senior (>=65 years of age)	5.00	5.00
Net income \$25,001 to \$50,000	15.00	30.00
Net income \$50,001 and above	30.00	60.00
Clinical Training workshops		
Professional half-day (3 hours)		60.00
Professional full-day (6 hours)		100.00
Graduate Student half-day (3 hours)	15.00	
Graduate Student full-day (6 hours)	25.00	

Notes:

- (1) Seniors are >= 65 years of age
- (3) Fee waivers or reductions can be requested for assessment or treatment if there are extenuating circumstances.
- (4) A net income of \$25,000 would result from an approximate gross income of \$29,500 using the 15% tax bracket.
- (5) A net income of \$50,000 would result from an approximate gross income of \$66,000 using the 25% tax bracket.

Student Financial Services	FY 2020
Institutional payment plan enrollment fee	50.00
Individual (custom) payment plan enrollment fee	75.00
Interest charged on past due balances (APR)	18.00%
Reinstatement fee (after payment deadline)	50.00
<p style="text-align: center;">Check Cashing, dishonored (insufficient) check service charges</p> 1st - 45th day 15.00 After 45th day, twice the face value but not less than 50.00 Convenience fee on student balance payments made by credit Not to exceed 3% card	
<p style="text-align: center;">Student Loan Interest Rates</p> Interest rate not established by trust agreement, will or similar instrument, or loan fund established by UW or State of Wyoming without statutory interest rate:	
Minimum interest charge	2.0%
Maximum interest rate	6.0%
Penalty interest rate for default, per annum	2.0%
<p style="text-align: center;">Superior Students in Education Loan</p> Maximum interest rate, per annum 6.0% Penalty interest rate for default, per annum 2.0%	
<p style="text-align: center;">Medical Student Contract Support Program</p> Maximum interest rate, per annum 8.0% (starting 4 years after execution of contract) Penalty interest rate of default per annum 2.0%	

Student Health Service	FY 2020
<p>ACADEMIC YEAR - Full time students are assessed a mandatory student fee for the Consolidated Student Services Fee. Part time students may purchase the Optional Student Fee Package which includes the Consolidated Student Services fee. Eligible student benefits include unlimited visits to staff physicians, physician assistant and nurse practitioner and nursing staff; and use of the pharmacy and laboratory departments. Services with nominal charges include: pharmacy; laboratory; allergy immunotherapy; immunizations; medical appliances and supplies; and procedures. A portion of the Student Health Service fee supports the University Disability Support Services for disability-related accommodations for qualified students.</p>	
<p>SUMMER - Students enrolled in summer school are assessed the Consolidated Student Services Fee, this fee provides access to Student Health throughout the summer. Students not enrolled in the summer, who attended classes in the spring semester and are pre-enrolled for the fall semester are eligible to pay the summer fee and receive care at the Student Health Service during the summer session. The fee must be paid prior to or at the initial visit. Students who wish to enroll in student medical insurance must pay this fee.</p>	
Medical records given to the patient (first copy)	No Charge
Additional copy of medical records to patient	25.00
Medical records given to other authorized persons	25.00
A No Show Fee of \$25.00 is charged to any student who has an appointment with the Student Health Service and	25.00

Student Health Service	FY 2020
does not keep the appointment or cancel the appointment 24 hours prior to the appointment. The \$25.00 will be charged to the student's UW account.	

University Counseling Center	FY 2020
AWARE online alcohol education program	20.00
AWARE intensive alcohol education program	25.00
Personality Inventories	5.00
As required, charges for administration of other tests are established to recover cost of test to the Center and reasonable administrative expenses	

VI. University Auxiliary Enterprises, Fees, Charges, and Deposits

Fleet Services	FY 2020 rates with UW Depts. Paying for gas and tolls**
Full-size Sedan – ½ day*	39.00
Full-size Sedan - Daily	52.00
Full-size Sedan - Weekly	247.00
Full-size Sedan – Seasonal (1-6 months)	384.00
Full-size Sedan – Permanently Assigned (1 year or longer)	384.00
Minivan – ½ day*	46.00
Minivan - Daily	62.00
Minivan - Weekly	303.00
Minivan – Seasonal (1-6 months)	320.00
Minivan – Permanently assigned (1 year or longer)	320.00
Standard Crossover Utilities – ½ day*	48.00
Standard Utilities - Daily	65.00
Standard Utilities - Weekly	320.00
Standard Utilities – Seasonal (1-6 months)	536.00
Standard Utilities – Permanently assigned (1 year or longer)	536.00
Compact Pickup – ½ day*	55.00
Compact Pickup – Daily	74.00
Compact Pickup – Weekly	333.00
Compact Pickup – Seasonal (1-6 months)	445.00
Compact Pickup – Permanently assigned (1yr or longer)	445.00
½ ton 4x4 Pickup - ½ day*	60.00
½ ton 4x4 Pickup - Daily	80.00
½ ton 4x4 Pickup - Weekly	367.00
½ ton 4x4 Pickup – Seasonal (1-6 months)	480.00
½ ton 4x4 Pickup – Permanently assigned (1 year or longer)	480.00
¾ ton 4x4 – ½ day*	64.00
¾ ton 4x4 Pickup - Daily	86.00
¾ ton 4x4 Pickup- Weekly	430.00
¾ ton 4x4 Pickup– Seasonal (1-6 months)	548.00
¾ ton 4x4 Pickup– Permanently assigned (1 year or longer)	548.00
1 Ton 4x4 Pickup ½ day*	72.00
1 Ton 4x4 Pickup – Daily	97.00
1 Ton 4x4 Pickup – Weekly	509.00
1 Ton 4x4 Pickup – Seasonal (1-6 months)	580.00
1 Ton 4x4 Pickup – Permanently assigned (1 year or longer)	580.00
Full size SUV – ½ day*	64.00
Full size SUV - Daily	86.00
Full size SUV - Weekly	430.00
Full size SUV – Seasonal (1-6 months)	432.00
Full size SUV – Permanently assigned (1 year or longer)	432.00
12 passenger van – ½ day*	72.00
12 passenger van - Daily	96.00
12 passenger van - Weekly	450.00
12 passenger van – Seasonal (1-6 months)	863.00

Fleet Services	FY 2020 rates with UW Depts. Paying for gas and tolls**
Mini Cargo Vans ½ day*	34.00
Mini Cargo Vans – Daily	46.00
Mini Cargo Vans – Weekly	215.00
Mini Cargo Vans – Seasonal (1-6 months)	287.00
Mini Cargo Vans – Permanently Assigned (1 year or longer)	287.00
Enclosed Cargo Trailer – Daily	25.00
Vehicle Storage/upkeep (external departments) Per month/per vehicle	25.50
Cancellation fee without 24 hours' notice (bad weather excluded)	Daily Rental Rate Based on Vehicle Type
Late vehicle return fee (without prior notification)	Daily Rental Rate Based on Vehicle Type
Failure to pick up vehicle (without prior notification or cancellation)	Daily Rental Rate Based on Vehicle Type
Extra cleaning due to excessive dirtiness	150.00
Failure to return or lost equipment (receiver hitch, tow light hook up etc.)	\$ value of item
Lost vehicle keys	\$ value of item

* ½ day rental- used between the hours of 7:30 am – 12:30 pm or 1 pm – 5 pm with a grace period of 10 minutes; or 5 hours or less rental with prior Car Rental approval. Departments are responsible for their own gas consumption with all rentals.

** As of July 1, 2006 UW departments will be responsible for their own gas consumption.

Please note these rates are maximum rates, actual rates may be lower.

Residence Life & Dining Services

Dining Services policies: All new students residing in the Residence Halls must select a 12, 15 or Unlimited access meal plan.

Board Charges, per academic semester	FY 2020
Fall and Spring semesters, excluding Winter break	
Unlimited access plan *	2,972
Any 15 access plan *	2,590
Any 12 access plan *	2,305
Block 280 Meals	2,795
Block 210 Meals	2,550
Dining Dollars (Per Semester)	
Added Dining Dollars	100
Best Dining Dollars	200
BLOCK PLANS (Per Unit)	
25 Lunches	250.00
50 Lunches	475.00
50 Any Meal	672.50
85 Any Meal	1087.50
165 Any Meal	2,047.50
Board Charges, Summer 2020	FY 2020

* Residence Hall students must select one of these plans.

Dining Services fees and charges to students	FY 2020
Loss of temporary card charge	5.00
Service charge, student without valid ID card eating at Washakie	5.00
Conference Package Guest Food Rates plus sales tax (Daily rate pro-rated for meal packages less than one full day.)	varies
Cash rates: guest food service rates, plus sales tax	varies
Breakfast	varies
Lunch	varies
Dinner	varies

Residence Halls

Financial Policies: Each student contracting to live in the University residence halls during the academic year must comply with the following financial policies. Refer to the Residence Life & Dining Services Contract for specific procedures.

Deposit and Deposit Refund Policy:

Deposit

- a) Incoming freshmen and transfer students enrolling in their first full-time semester at UW must pay the UW enrollment deposit, which includes a non-refundable \$100 housing charge, before completing their Residence Life & Dining Services Contract. Current students must pay the \$100 housing charge when they complete the Residence Life & Dining Services Contract. Please note that scholarships, grants, and financial aid cannot be applied to deposits.

CONTRACT CANCELLATION AND DEPOSIT REFUNDS

Contract Cancellation

All cancellations must be in writing. Deposits will be refunded based on the receipt of your written contract cancellation request in the Residence Life & Dining Services office and per the refund policy.

Payment Plans: Students entering into a contract with the Department of Residence Life & Dining Services will make payments defined by UW's Institutional payment plan. If there are any questions regarding this plan please contact UW's Student Financial Services Office.

The room charge includes a social fee, water, electricity, satellite cable television service, computer lab access and internet in the student rooms, which enables the student to connect to the University's computer network.

Semester Break Housing: The Residence Life & Dining Services Contract does not include housing between semesters. This lodging is contracted and charged on a per-night basis.

Contract Termination: In the event that a student is not officially released from his/her contract or is released for behavioral reasons; the student may be held responsible for up to 100% of the room and meal plan charges for the contract period remaining after the student moves from the premises. The entire deposit is forfeited in the event the student terminates the contract.

Lost or Damaged Property: Lost or damaged University property may be billed to the resident at the current cost of replacement or repair. This includes unauthorized moving of University property.

Responsibilities and Rights Violations: Residents found in violation of the "Responsibilities and Rights for Residence Halls & Dining Services" may be assessed a penalty of up to \$100 for each violation, plus any actual damage or replacement costs. These violations include the unauthorized moving and/or modification of University property, violation of the pet policy, and violation of the fire safety policy. In lieu of, or in addition to, any penalty fee, the resident may be required to perform community service hours as a condition of the sanction.

Abandoned Property: Property left behind by residents following check-out and agreement termination is considered abandoned. The resident shall be charged for any costs incurred by moving or removing property from premises. Abandoned items will be subject to UW disposal procedures. Materials of personal, biological, or environmentally hazardous nature may be disposed of immediately pursuant to W.S. 1-21-1210. Unlicensed, improperly licensed or inoperable vehicles left in parking lots, at any time, will be towed away and disposed of at the owner's expense.

Conferences/Guests

Conference/Guest Rate: Conference/Guest rates apply to all individuals or groups who are not students contracted to live in the residence halls. The Conference/Guest rate is calculated based on the size of the group and the length of the time lodged.

Check-In/Check-Out: Proper checkout is required to terminate charges.

UW Apartments

Financial Policies: Each person applying to live in the University Apartments must comply with the financial policies outlined in the lease.

Application Fee: The application fee secures a space for the type of apartment requested, but does not guarantee an apartment assignment.

Damage Deposit: The damage deposit secures the resident's obligations under the lease agreement. It is refunded when the agreement is terminated, per the terms of the University Apartments agreement. Cases of eviction resulting from failure to abide by the terms and conditions in the University Apartments agreement will result in forfeiture of the damage deposit.

Rent: The rent payment includes a social fee, local telephone service, water, trash disposal, appliances, electricity, gas, satellite cable television service, and hardwiring in the apartment for the University computer network access.

Disciplinary Eviction: If a resident is evicted from the University Apartments for disciplinary reasons, the resident may be responsible for paying all outstanding rent and other charges. Eviction may take place immediately upon notice. In the event of a disciplinary eviction, the entire deposit is forfeited.

Abandoned property: Property left behind by residents following check-out and agreement termination is considered abandoned. The resident shall be charged for any costs incurred by moving or removing property from premises. Abandoned items will be subject to UW disposal procedures. Materials of personal, biological, or environmentally hazardous nature may be disposed of immediately pursuant to W.S. 1-21-1210. Unlicensed, improperly licensed or inoperable vehicles left in parking lots, at any time, will be towed away and disposed of at the owner's expense.

UW Apartments Responsibilities and Rights Violations: Residents found in violation of the Responsibilities and Rights may be assessed a penalty of up to \$100 for each violation, plus any actual damage or replacement costs. These violations include violation of the pet policy, and violation of safety/endangerment expectations. In lieu of, or in addition to, any penalty fee, the resident may be required to perform community service hours as a condition of the sanction.

Residence Hall Room Charges per semester, excludes semester break	FY 2020
Room occupancy Double	2,246.50
Room occupancy Single, A	3,287.50
Single, B	3,165.00
Single- Twin Hill/Crane Hall (Sophomore or 20+)	2,685.50
Room occupancy Returner Single, B	2,455.00
Returner Single- Twin Hill/Crane Hall (sophomore or 20+)	2,246.50

Residence Hall Room Charges Summer School - summer 2020	FY 2020
Double Occupancy Room, per night	19.20

Residence Hall Room Charges Summer School - summer 2020	FY 2020
per week	114.00
Single Occupancy Room, per night	28.50
per week	171.00

Residence Hall Room Charges Conference and Guest Rates	FY 2020
Bedroom with community bathroom, per night	Varies
Double occupancy room	
Single occupancy room	
Quad occupancy room*	
*Available to large groups staying short periods of time	

Residence Halls Fees and Charges	FY 2020
Application Fee	100.00
Computer cards, cables, misc. equipment	COST
Cleaning and packing property charge, per hour, per custodian	30.00
Locks	
Change combination	17.50
Change lock/replace key	65.00
Replacement Room Door-Access Card/Room	5.00
Lockout (after grace period each semester)	
Damaged key	10.00
Mailbox lock change	48.00
Damage/vandalism (actual cost recovery)	COST
Responsibility and Rights violation, per incident, up to	100.00

University Apartment Rental Rates per month	FY 2020
Landmark Village	809
Landmark ADA	772
River Village	
Two bedroom	971
Three bedroom	1,085
Shared – 2 bedroom lease	509
Spanish Walk, one bedroom	750

University Apartments Fees & Charges	FY 2020
Application Fee	100.00
Cleaning charge and packing property, per hour, per custodian	30.00
Furniture rental	30 – 45
Intent to Vacate not completed and submitted	300.00
Late Rent Fee (after the 5 th of the month)	30.00
Additional each day after	5.00
Returned Check Fee	25.00

University Apartments Fees & Charges	FY 2020
Damage deposit	
Spanish Walk	325
Landmark	375
River Village	425
Damage deposit, authorized service animal	100
Locks	
Change combination	17.50
Change lock/re-key door	65.00
Replacement Apartment Door – Access Card	5.00
Damaged keys	10.00
Mailbox lock change	48.00
Damage/Vandalism (cost of repair or replacement)	COST
Responsibilities and Rights violation, per incident, up to	100.00
Storage fee for non-returning tenants, per month	125.00

Meeting Rooms

Meeting Room policies:

If serving food or beverages, UW catering must be secured for this service.

Classification I:

The following groups will **not** be charged for meeting room usage.

1. UW recognized student organizations, faculty or staff work-related meetings or activities or fundraising activities not involving commercial entities may use the meeting space without charge.
2. Non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or University department (participants must be primarily students, faculty and staff) will not be charged.

Classification II:

The following groups will be charged according to the structure in the Fee Book.

1. University departments and/or recognized student organizations that co-sponsor events with commercial entities or events where admission is charged.
2. Non-profit organizations and Wyoming state agencies not primarily involving students, faculty and staff
3. Regional or national student or departmental educational conferences.
4. Commercial off-campus groups.

Meeting Room and Facility Usage Classification II	FY 2020
Shoshone Room – entire room	
Full day	145
Half day	120
Shoshone Room, East	
Full day	110
Half day	90
Shoshone Room, West	
Full day	110
Half day	90
Other rooms in Washakie Center	VARIES
Solicitation Table Charge, per table	25
Audio Visual, setup, technician	VARIES

Bison Run Village Apartments

Financial Policies: Each person applying to live in the University Apartments must comply with financial policies stated in the lease. Refer to the Bison Run Village Lease for specific procedures.

Application Fee: The application fee is non-refundable and secures a space for the type of apartment requested, but does not guarantee an apartment assignment.

Damage Deposit: The damage deposit secures the resident's obligations under the lease agreement. It is refunded at the end of the lease per the terms of the lease agreement. Cases of eviction resulting from failure to abide by the terms and conditions in the Bison Run Village Lease will result in forfeiture of the damage deposit.

Rent: The rent payment includes a social fee, local telephone service, water, trash disposal, appliances, a fifteen dollar allowance towards electricity and gas, satellite cable television service, and hardwiring in the apartment for the University computer network access.

Disciplinary Eviction: If a resident is evicted from Bison Run Village for disciplinary reasons, the resident may be responsible for paying all outstanding rent and other charges. Eviction may take place immediately upon notice. In the event of a disciplinary eviction, the entire deposit is forfeited.

Abandoned property: Property left behind by residents following check-out and agreement termination is considered abandoned. The resident shall be charged for any costs incurred by moving or removing property from premises. Abandoned items will be subject to UW disposal procedures. Materials of personal, biological, or environmentally hazardous nature may be disposed of immediately pursuant to W.S. 1-21-1210. Unlicensed, or improperly licensed or inoperable vehicles left in parking lots, at any time, will be towed away and disposed of at the owner's expense.

Responsibilities and Rights Violations: Residents found in violation of the Responsibilities and Rights may be assessed a penalty of up to \$100 for each violation, plus any actual damage or replacement costs. These violations include violation of the pet policy, and violation of safety/endangerment expectations. In lieu of, or in addition to, any penalty fee, the resident may be required to perform community service hours as a condition of the sanction.

Bison Run Village, per month	FY 2020
Four bedroom/two bathroom – ADA one level	438
Four bedroom/two and half bathroom	462
Four Bedroom/three bathroom (shared bathroom)	438
Four Bedroom/three bathroom (private bathroom)	438
Three Bedroom/three bathroom	477
Bison Run Village Fees & Charges	FY 2020
Application Fee	100
Cleaning charge and packing property, per hour, per custodian	30
Late rent fee (after the 5 th of the month)	30
Additional each day after the 5 th , the rent is late	5
Returned Check Fee	25
Utility Charge – Gas/Electric - Amount above stated allowance per apartment	Cost
Damage deposit	200
Damage deposit, authorized service animal	100
Locks	
Change lock/re-key door	65
Replacement Apartment Door – Access Card	5

Bison Run Village, per month	FY 2020
Damaged keys	10
Mailbox lock change	48
Damage/Vandalism (cost of repair or replacement)	COST
Responsibilities and Rights violation, per incident, up to	100
Storage fee for non-returning tenants, per month	125

Transit & Parking Services	FY2020
<i>Parking Permit and Short-Term Parking Fees</i>	
Faculty/Staff Parking Permits A, D (Disability)	
Annual	210.00
Semester (Fall or Spring)	105.00
Summer	17.50/mo
Board Retirees	FREE
Residential Student Parking Permits R (Resident), D (Disability)	
Annual	163.00
Semester (Fall or Spring)	81.50
Summer	13.58/mo
Commuter Student Parking Permits C (Commuter), D (Disability)	
Annual	145.00
Semester (Fall or Spring)	72.50
Summer	12.08/mo
Motorcycle Parking Permits M	
Annual	25.00
Semester (Fall or Spring)	12.50
Summer	12.50
With Purchase of A,C,R, or D	FREE
Temporary Disability Permits TD	
Residential Students	13.58/mo*
Commuter Students	12.08/mo*
Faculty/Staff	17.50/mo*
*TD Permits are issued at no charge if a valid annual or semester pass has been purchased	
Vendor and Contractor Parking Permits V (Vendor) and CO (Contractor)*	
Annual	321.00
Semester (Fall or Spring)	160.50
Monthly	26.75/mo
*Contractor permits must be authorized through Facilities Planning or Facilities Engineering	
University Service Vehicles* U	
Annual	218.00
Non-University Service Vehicles* U	
Annual	321.00
*All U permits must be approved by Parking Advisory Group	
Replacement Permits*	

Transit & Parking Services	FY2020
Reported Lost	20.00
Reported Stolen	0.00
Lost and stolen replacement permits require signed affidavit, stolen permits require police report	
Department Reserved Spaces (Require Parking Advisory Group Approval)	
Department Reserved Spaces	504.00
Temporary Parking	
Day Permits	5.50
Parking Meters	1.50/hr
Pay by the hour lot	1.50/hr
Fines	
Fraud	218.00
Parked in a handicap space w/o permit	187.00
Parked in fire lane	94.00
Parked in yellow zone	44.00
Parking in "no parking" areas, including sidewalks	38.00
No permit	38.00
Failure to register	38.00
Not parked in assigned area	31.00
Failure to display permit properly	25.00
Meter violation	25.00
All other violations	19.00
Bicycle Citation Fees	
Not parked in designated bike area (major)	50.00
Not parked in designated bike area (minor)	25.00
*details regarding bicycle violations can be found in parking regulations	
Vehicle Immobilizing (Boot) Fees	
1 st immobilization	62.00
2 nd immobilization and subsequent *	125.00
Paratransit Passes	
ADA Premium Fare- Same-day ride	1.00
ADA Premium Fare- Outside ¾ mile radius	1.00
Book of 20 tickets	18.00
*Non-premium ADA Paratransit is free, must meet eligibility requirements	
Charter, Bus	
First hour or fraction of an hour, plus	65.00
Each additional hour	65.00
Per mile	1.95
Prep fee	32.50
A&S Events (non-university entities)	65.00/hr
Note: cost of the advertising materials and production are the responsibility of the requesting department or agency	
Advertising, Bus	
University Affiliated Departments and RSO's UWYO Roundup Shuttles (12 signs) Union Express, Campus Commuter, and LaramieLink	42.00
Week	168.00

Transit & Parking Services	FY2020
Month	600.00
Semester	450.00
Summer	
Non-University Affiliated	
UWYO Roundup shuttles (12 signs)	
Union Express, Campus Commuter, and	60.00
LaramieLink	240.00
Week	860.00
Month	650.00
Semester	
Summer	
Advertising, Bus Shelter	
University Affiliated, per shelter	
Week	7.50
Month	22.50
Semester	67.50
Annual	250.00
Non-University Affiliated, per shelter	
Week	12.50
Month	37.50
Semester	112.50
Annual	330.00
Note: cost of the advertising materials and production are the responsibility of the requesting department or agency	

University Licensing	FY 2020
Administrative fee, manufacturer	85.00
Royalty Rates	
1. In-state manufacturers - 7.5% base royalty rate on standard product licensing agreements, but may be negotiated.	7.50%
2. Out-of-state manufacturers – 8.5% base royalty rate on standard product licensing agreements, but may be negotiated.	8.50%
3. Standard product agreements with less than the established base royalty rate subject to VP of Admin and Trustee approval.	

Vending Services	FY 2020
Bicycle locker rentals	
Deposit, refundable	20.00
One month	30.00
Summer session	50.00
One academic semester	75.00
Two academic semesters	125.00

Vending Services		FY 2020
One calendar year		150.00
Laundry Facilities		
Washing machine		2.25
Dryers		1.50

Wyoming Union

Classification I- No charge – UW Recognized Student Organization (RSO)

Classification II- No charge – UW Departments

Classification III- Charges apply at discounted rate (see description)

Classification IV- charges apply at full (rack) rate (see description)

Classification I - Qualifying groups and activities include:

- UW RSO meetings, activities and events where the majority of participants are UW students, staff and faculty and no admission is being charged.
- UW RSO sponsored events involving non-profit organizations and Wyoming state agencies, where the majority of participants are UW students, staff and faculty and no admission is being charged.

Classification II - Qualifying groups and activities include:

- UW administrative, faculty and staff meetings, activities and events where the majority of participants are UW students, staff and faculty and no admission is being charged.
- UW administrative, faculty and staff sponsored meetings, activities and events involving non-profit organizations and Wyoming state agencies, where the majority of participants are UW students, staff and faculty and no admission is being charged.

Classification III – Qualifying groups and activities include:

- Commercial event, meeting or program sponsored by a RSO or the University of Wyoming
- Non-profit and Wyoming state agencies business, not primarily involving UW students, faculty or staff. Examples include regional or national student or departmental educational conferences.
- UW RSO meetings, activities and events where the majority of participants are not UW students, faculty or staff and/or admission is charged.
- UW administrative, faculty and staff sponsored meetings, activities and events where the majority of participants are not UW students, faculty or staff and/or admission is being charged.

Classification IV – Qualifying groups and activities include:

- Commercial and all other off-campus groups.

*** sponsored events- a RSO or UW department agreeing to sponsor an event must be significantly involved in the planning and execution of the event with an external organization with whom there is an obvious organic relationship. The RSO or UW department contact will be the primary point of contact for the reservation and event details and payment of all related liabilities or costs associated with the event.*

Solicitation Tables	FY 2020
Classification I and II	0.00
Classification III	40.00
Classification IV	75.00

Union Audio Visual	FY 2020
Equipment fee will be charged if a group fails to cancel within two business days of a scheduled event.	

Classification I and II	0.00
Classification III	
LCD Projector	110.00
LCD Projector, per hour	25.00
TV	27.00
VCR	27.00
TV/VCR or DVD	45.00
Slide Projector	20.00
Overhead	20.00
Portable Screen	20.00
DVD	30.00
Conference Phone	20.00
Classification IV	
LCD Projector	185.00
LCD Projector, per hour	37.00
TV	55.00
VCR	55.00
TV/VCR or DVD	90.00
Slide Projector	40.00
Overhead	40.00
Portable Screen	30.00
DVD	55.00
Conference Phone	30.00

Union Facility Fees	FY 2020 Half Day	FY 201920 Full Day
Room Rental Deposit equivalent to 50% of total room rental rate due when facility agreement is signed. Non-refundable if a group fails to cancel within 30 business days of a scheduled event.		
Classification I and II	0.00	0.00
Classification III		
Ballroom 220	400.00	600.00
East Ballroom 220C	150.00	220.00
West Ballroom 220A	150.00	220.00
Center Ballroom 220B	150.00	220.00
Wyoming Family Room 212	200.00	250.00
Warm Valley 202	70.00	90.00
Big Horn 203	70.00	90.00
Snowy Range 206	50.00	70.00
The Gardens 027	150.00	200.00
Senate Chambers 221	150.00	200.00
Senate West	90.00	120.00
Senate East	90.00	120.00
Skylight Lounge 029	120.00	150.00
Lower Fireplace Lounge 118B	60.00	100.00
Flaming Gorge 002	70.00	90.00
Classification IV		
Ballroom 220	550.00	775.00
East Ballroom 220C	200.00	275.00
West Ballroom 220A	200.00	275.00
Center Ballroom 220B	200.00	275.00
Wyoming Family Room 212	275.00	350.00
Warm Valley 202	125.00	175.00

Union Facility Fees	FY 2020 Half Day	FY 201920 Full Day
Big Horn 203	125.00	175.00
Snow Range 206	90.00	125.00
The Gardens 027	200.00	300.00
Senate Chambers 221	225.00	300.00
Senate West	125.00	175.00
Senate East	125.00	175.00
Skylight Lounge 029	150.00	200.00
Lower Fireplace Lounge 118B	90.00	150.00
Flaming Gorge 002	125.00	175.00

Union Sound System	FY 2020
Classification I and II	0.00
Classification III	
Small PA system	30.00
Medium PA system	67.00
Large PA system	135.00
Small PA system, per hour	15.00
Medium PA system, per hour	27.00
Large PA system, per hour	50.00
Wireless microphone	27.00
Panel microphone	15.00
Lapel microphone	27.00
CD player	15.00
Labor, per hour	20.00
Classification IV	
Small PA system	65.00
Medium PA system	110.00
Large PA system	255.00
Small PA system, per hour	27.00
Medium PA system, per hour	40.00
Large PA system, per hour	95.00
Wireless microphone	55.00
Panel microphone	27.00
Lapel microphone	55.00
CD player	27.00
Labor, per hour	30.00

Union, Miscellaneous	FY 2020
Catering kitchen usage, per day (see table below)	
Excessive cleaning, per person, per hour, plus materials	35.00
Union Information Desk	
Ticket service charge, per ticket	.50
Special Set-up costs	
Labor, per person, per hour	15.00
Additional building operations, per hour	35.00

Union, Miscellaneous	FY 2020
Wyoming Union Gallery Sales Commission	
Sales by students	10.0%
Sales by non-students	15.0%
Lost Key – Departments/organizations will be responsible for the cost, charged by University Operations, to replace the key or rekey the door.	Replacement Cost

Wyoming Union Outside Catering – FY 2020

Attendance-per person	Catering Access – per space, per day	Staging space – per day	Equip. & Kitchen Use, per day
0-25	\$25	\$10	\$10
26-50	\$50	\$25	\$25
51-100	\$75	\$35	\$35
101+	\$100	\$50	\$50

The above table was created to more accurately reflect the services requested by off-campus caterers utilizing the Wyoming Union kitchen, kitchen equipment and/or surrounding staging spaces. Charges will be based upon the level of preparation space or equipment needed to cater an event (drop-off food service, versus multi-course meal preparation and service of food) and the number of people to whom service is provided.

Attendance: Price breaks occur naturally at the 25, 50, and 100 person mark, based upon existing reservable space and its relative room capacities within the Wyoming Union.

Catering Access: Catering access is the allowance of an approved caterer to provide food services for an event hosted within the Wyoming Union. Catering access fees will be applied on a per space, per day basis.

Staging Space: Staging space is a cleared area required to prepare foods for a catered event, i.e., tables in place for plating food, “back of the house” access, buffet tables set up in a conference room, etc. Staging space fees will be applied on a per day basis.

Equipment and Kitchen Use: Equipment and kitchen use fees will be applied if the off-campus caterer uses any Union kitchen equipment – dishwasher, food warmers, ovens, walk-in cooler and freezer, counter space, cleaning equipment etc.

VII. MISCELLANEOUS FEES, CHARGES, AND DEPOSITS

Fees charged to the public and the university community.

American Heritage Center

AHC - Public Use Areas Rental		FY 2020 d
Booking Fee (charged per room, per event, non-refundable)	No Charge (for UW Campus Groups)	
	\$250.00	
AHC penalty charges - (Imposed if room is left in an order different from the order and cleanliness that existed upon arrival) – applicable to all user classifications.	Cost + \$25.00 Admin fee	
Custodial Services (charged when rooms will need to be ready for a next-day usage and an after-hours custodial staff is required for the cleanup, primarily necessary when food has been served or after a Friday event, when a Saturday event is scheduled the next day)	Cost + \$25.00 Admin fee	
Security (Regardless of ostensible event times, security charges will be incurred if guests, sponsors, and or catering need to enter the building before 8:00 am or if guests, sponsors, and or catering have not completely exited the building by 5pm).	Cost + \$25.00 Admin fee	
UW Movers (**charged for special event setups)	Cost + \$25.00 Admin fee	
OTE: The AHC reserves the right to refuse room use to individual and or groups that do not abide by the public use rules.		
Rooms available for public use include:		
Sheep Industry Room (meeting room with conference tables. Permanent room arrangement includes a capacity of 24 around the conference tables with extra chairs around the perimeter of the room. A permanent projector screen is also located here.)		
Mary Storer Loggia (open reception area with a capacity of 199 standing.) Wyoming Stock Growers' Room (one half of the room is set up in classroom arrangement with a capacity for 24. The other half is set up in audience rows with a capacity for 50. The room includes a podium with a microphone, projector screen, and wireless & data hookups).		
George A. Rentschler Room (meeting room with a large permanent conference table with a capacity of 12. Extra chairs are around the perimeter of the room. The room also includes a telephone and wireless hookups). **NOTE: AHC can provide a podium with microphone (if not already scheduled), but no other audio-visual equipment except as specified above. Additional AV needs must be arranged with UW Information Technology or outside vendors.**Note: Public use rooms are not available for wedding receptions, family gatherings, or private parties.		
Classification I – Fees listed above		
UW departments, organizations, recognized student clubs, faculty or staff work-related activities and non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or university department.		
Classification II – Off-campus or commercial groups		
Booking Fee (charged per room, per event, non-refundable)		\$50.00

Room Rental Fee – During regular business hour (as specified above) per room, per event	\$100.00/full day \$70.00/half day or less
Custodial Services, Security, and UW Movers (if applicable, please see above)	Actual Cost + \$25.00 Admin fee

AHC Duplicating Services	FY 2020
** 1/2 payment is due in advance of work being started on all orders where the quantity ordered exceeds 100, or total fees exceed \$100.00.	
Rush Fees for all Duplicating Services	
Rush Fee	Plus 50%
Minimum rush fee for all patrons	10.00
Copies, per page	
Self-service & inventories	.20
Self-service digital camera, per image	No charge
PDF Scans by AHC Staff (8.5"x11" or 8.5"x14") Black and white photo copies available upon request at the same price	.75
More than 250 pages: see archivist for rates and availability*	.90
PDF Scans by AHC Staff (11"x17") Black and white photo copies available upon request at the same price	
More than 250 pages see archivist for rates and availability*	1.50
	3.00
Color photocopies by AHC Staff - (8.5"x11" or 8.5"x14")	
Color photocopies by AHC Staff- (11"x17")	
More than 100 square feet: see archivist for rates and availability*	2.00
Maps, photocopies, per square foot (black and white, up to 36" wide)	
More than 100 square feet: see archivist for rates and availability*	3.00
Maps, scanning, per square foot (color, resolution up to 300dpi, JPEG or TIFF file formats, up to 42" wide)	
More than 100 square feet: see archivist for rates and availability*	
Photographic Prints	
4"x 5" print	20.00
5"x 7" print	21.00
8"x10" print	22.00
11"x14" print	30.00
13"x19" print	35.00
16"x20" print	40.00
20"x 24" print	50.00
24"x30" print	70.00

FY 2020	
AHC Duplicating Services	
** 1/2 payment is due in advance of work being started on all orders where the quantity ordered exceeds 100, or total fees exceed \$100.00.	
24"x36" print	85.00
30"x40" print	100.00
Digital Imaging Services	
Scanning for documents up to 11"x17" (resolution up to 2400ppi) More than 15 scans, see archivist for rates and availability*	15.00/scan
Fee total includes files on CD/DVD, if required	
Betterlight Scanback (up to 8000x10000 pixels). For items larger than 11"x17" (such as maps, architectural drawings, paintings) or too fragile for scanning (such as scrapbooks and diaries). One hour minimum Includes setup and takedown.	60.00/hour
Fee total includes files on CD/DVD, if required	
Audio-Visual Duplication	
Audio materials can be transferred to audiocassette tape or CD/DVD. Visual material can be transferred to VHS video tape or DVD. Shipping and Handling charged on all orders. One half hour minimum.	30.00/hour 18.00/half hour
Shipping and Handling	
Shipping charges are estimated from the applicable Postal Vendor's website. An additional handling charge will be added to all shipments.	
Handling charge to a U.S. address, mailed in an envelope mailer	5.00
Handling charge to a U.S. address, in a mailer larger than envelope (flat)	10.00
Handling charge on all international shipments	25% of est. shipping cost
* See archivist for rates and availability. Large orders are considered on an individual, case by case basis, and additional fees may apply.	

FY 2020	
Anaconda Geological Document Collection	
Gold Level	
Annual Fee (archives access included)	8,000.00
Duplication Rates:	
Black/White Photocopies or Color Scans (up to 11x17"), per page	1.00
Black/White Photocopies, on-site, self-service, per page	0.50
Oversized Map Photocopies (black/white, up to 36" wide), per square foot	2.00
	100.00

Anaconda Geological Document Collection	FY 2020
Scanning per hour (minimum 1 hour, total includes files on CD/DVD (if desired); shipping and handling included.	
<p style="text-align: center;">Silver Level</p> Annual Fee (archives access included) 3,500.00 Duplication Rates: Black/White Photocopies, on-site, self-service, per page 50% off Black/White Photocopies or Color Scans (up to 11x17"), per page First 100 pages 1.00 Next 100 pages 3.00 Over 200 pages (no limit) 6.00 Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot 2.00 First 100 sq ft. 6.00 Next 100 sq ft. 12.00 Over 200 sq ft.	
<p style="text-align: center;">Bronze Level</p> Annual Fee 1,750.00 Duplication Rates: Black/White Photocopies, on-site, self-service, per page 50% off Black/White Photocopies or Color Scans (up to 11x17"), per page First 100 pages 2.00 Next 100 pages (limit 200) 3.00 Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot First 25 sq ft. 2.00 Next 25 sq ft. 6.00 Over 50 sq ft. (no limit) 12.00	
<p style="text-align: center;">Academic and Historical NON-Commercial Membership</p> Annual Fee (archives access included) 15.00 <p style="text-align: center;">All products and services are offered at the standard AHC Duplication rate.</p>	
<p style="text-align: center;">Federal Government Agency Membership annual fee</p> Duplication Rates: 3,000.00 Black/White Photocopies, on-site, self-service, per page 50% off Black/White Photocopies or Color Scans (up to 11x17"), per page 1.00 page Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot 2.00 Faxed requests, per page 2.00	

Anaconda Geological Document Collection	FY 2020
State, County, City Government Agency Level	
Annual Fee (archives access included)	750.00
Duplication Rates:	
Black/White Photocopies, on-site, self-service, per page	50% off
Black/White Photocopies or Color Scans (up to 11x17"), per page	1.00
Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot	2.00

Anaconda Geological Document Collection	FY 2020
Other fees not otherwise specified (with the exception of the Academic/Historical/Non-commercial category) will be charged double the fee specified for non-Anaconda work.	
Interest charges to accounts over 60 days in arrears will be at the market rate (to be determined by the University Controller).	

Animal Science

Animal Science	FY 2020
Animal Science Livestock Ultrasound	
Seedstock Cattle (Includes data submission & associated paperwork)	9.00/head
Commercial cattle (REA, BF, IMF)	7.00/head
Sheep (REA, BF)	5.00/head
4-H Beef, Sheep, Swine, Goats (Includes interpretation and ranking)	7.00/head
Animal Science Livestock Slaughter	
Non- UW Entity	
Beef (WDA inspection, carcass chilling)	150.00/head
Lamb (WDA inspection, carcass chilling)	75.00/head
Swine (WDA inspection, carcass chilling)	110.00/head
UW Dept outside COANR	
Beef (WDA inspection, carcass chilling)	125.00/head
Lamb (WDA inspection, carcass chilling)	55.00/head
Swine (WDA inspection, carcass chilling)	80.00/head
UW Dept within COANR	
Beef (WDA inspection, carcass chilling)	60.00/head
Lamb (WDA inspection, carcass chilling)	35.00/head
Swine (WDA inspection, carcass chilling)	50.00/head
Animal Science Carcass Fabrication & Processing	
Non- UW Entity	
Beef (WDA inspection, wrapping and freezing)	525.00/carcass
Lamb (WDA inspection, wrapping and freezing)	120.00/carcass
Swine (WDA inspection, wrapping and freezing)	200.00/carcass
UW Dept outside COANR	
Beef (WDA inspection, wrapping and freezing)	375.00/carcass

Animal Science	FY 2020
Lamb (WDA inspection, wrapping and freezing)	90.00/carcass
Swine (WDA inspection, wrapping and freezing)	150.00/carcass
UW Dept within COANR	
Beef (WDA inspection, wrapping and freezing)	200.00/carcass
Lamb (WDA inspection, wrapping and freezing)	60.00/carcass
Swine (WDA inspection, wrapping and freezing)	100.00/carcass

Anthropology	FY 2020
Field or laboratory analysis of human remains and associated burial goods for Native American Graves Protection and Repatriation Act compliance and other bioarchaeological or osteological assessments (per hour, plus expenses in field)	25.50
Basic analyses plus written report (4 hr. minimum, per hour)	25.50
Photographic Documentation (1 hour minimum, plus film and processing costs and/or digital reproduction costs, per hour)	28.00
Radiographic Transparencies (1 hour minimum, plus medical Facility costs, per hour)	25.50
Selected Skeletal Standards Formats (1 hour minimum, plus Photocopy costs, per hour)	25.50

Art Museum

Art Museum Facility Rental	FY 2020
University, non-profit or arts-related organizations; gallery use subject to museum regulations, exhibition schedule and contractual regulations. Art Museum approval is required for conference and meeting rooms. Requests may be denied for reasons which are not limited to, conflict with the mission of the University, or conflict with the mission, schedule, contractual – or operational-related regulations of the Art Museum, infeasible setup/turnaround time, and historic negligence or abuse. Lower levels such as the Museum Classroom and Studio are dedicated nut free zones due to heavy use from youth activities. The museum is not available for weddings, wedding receptions, fundraisers or private parties.	
Lobby only, galleries closed	75.00
Lobby with galleries open	125.00
Conference Room/ Classroom/ Resource Room	75.00
Additional event fees	
Setup fee (for all events)	50.00
Custodial (actual, if applicable)	COST
Security (actual, if applicable)	COST
For-profit groups and organizations; gallery use subject to museum regulations, exhibition schedule and contractual regulations. Art Museum approval is required for conference and meeting rooms. Requests may be denied for reasons which are not limited to, conflict with the mission of the University, or conflict with the mission, schedule, contractual – or operational-related regulations of the Art Museum, infeasible setup/turnaround time, and historic negligence	

Art Museum Facility Rental	FY 2020
or abuse. Lower levels such as the Museum Classroom and Studio are dedicated nut free zones due to heavy use from youth activities. The museum is not available for weddings, wedding receptions, fundraisers or private parties.	
Lobby only, galleries closed	150.00
Lobby with galleries open	250.00
Conference Room/ Classroom/ Resource Room	150.00
Additional event fees (for all events)	
Setup fee (for all events)	100.00
Custodial (actual, if applicable)	COST
Security (actual, if applicable)	COST

Art Museum	FY 2020
Commercial Use Fees	
High resolution scan	
Scholarly and non-profit, each	100.00
Others, each	200.00
Shelton Art Studio	
Pre-K – High School Classes	
Four-sessions @1 hr/session (total of 4 hours)	25.00
Four-sessions @2 hrs/session (total of 8 hours)	50.00
Museum members receive 10% discount	
Art Camp	
4 hrs for 5 days (total of 20 hours)	60.00-75.00
Day rate by prior arrangement	15.00
Museum members receive 10% discount	
Additional Student Group Class	COST
Contact the Art Museum for group pricing, alternatives, and scholarship availability	

Atmospheric Science	FY 2020
Daily use of ATSC Mobile Lab with equipment platform	400.00/day
Plus mileage	1.50/mile
Monthly use of UW Air Quality Monitoring Laboratory mobile trailer with equipment platform	1,250.00/month

Auditorium and Classroom Facility Use	FY 2020
Classifications I and II	Free
Classification III	
Arts & Sciences Auditorium	
Per day or part of a day	1100.00
Cleaning Charge per hour	26.00
After hours	39.00

Auditorium and Classroom Facility Use	FY 2020
Agriculture Auditorium	
Per hour, 4 hour minimum	8.50
Additional charge after 6:00 pm	1.50
Cleaning Charge per hour	26.00
After hours	39.00
Hourly Rental Fees for College of Business Facilities	
Auditorium:	Commercial 100.00
Classrooms (under 77 capacity) per hour	50.00
Atrium	100.00
Board Room	100.00
Conference Rooms	50.00
Faculty or Staff Lounge	50.00
Cleaning Charge per hour	26.00
After hours	39.00
<p>* There is no charge for student organizations or UW. * Charges apply to student organizations that have events open to nonmembers. * Non-profits are charged half the commercial rate. * All entities are responsible for any cleaning costs associated with facility rental. * There is a 15% surcharge added to the hourly rental fee after 6p.m.</p> <p>College approval is required for conference and meeting rooms. Requests may be denied for reasons which are not limited to, conflict with the mission of the University, or conflict with the mission of the College of Business, infeasible setup/turnaround time, and historic negligence or abuse.</p>	
Education Auditorium	
Per hour, 4 hour minimum	24.00
Additional charge after 6:00 pm	5.00
Cleaning Charge per hour	26.00
After hours	39.00
Classrooms	
150-250 capacity	
Per hour	13.50
Per day	80.00
Cleaning Charge per hour	26.00
After hours	39.00
77-150 capacity	
Per hour	10.00
Per day	59.00
Cleaning Charge per hour	20.00
After hours	30.00
Under 77 capacity	

Auditorium and Classroom Facility Use	FY 2020
Per hour	8.50
Per day	50.00
Cleaning Charge per hour	15.00
After hours	20.00
Commercial photography and filming on campus	
1. Independent film/documentaries	500/day
2. Commercial films/television	600/half day 1,200/full day
3. Commercial photography	250/half day 500/full day

UW Regional Offices

University of Wyoming Regional Offices Facility Use Fees	FY 2020
Facility use fee – education/government/non-profit groups	
Small room	
1 - 4 hours	0
4 - 8 hours	0
Medium room	
1 - 4 hours	60.00
4 - 8 hours	80.00
Large room	
1 - 4 hours	65.00
4 - 8 hours	95.00
Facility use fee – private industry/for profit groups	
Small room	
1 - 4 hours	65.00
4 - 8 hours	80.00
Medium room	
1 - 4 hours	80.00
4 - 8 hours	100.00
Large room	
1 - 4 hours	110.00
4 – 8 hours	150.00
Charges for use above 8 hours in one day will be prorated. Groups will be charged for cancellation of room use at the rate of ½ of the rental charges for the room reserved if cancelled with less than 3 business hours' notice	
Mobile Computer Lab usage	
Education/government/non-profit groups	
1-4 hours	150.00
4-8 hours	250.00
Private industry/for-profit groups	
1-4 hours	200.00
4-8 hours	300.00

University of Wyoming at Casper (UW-Casper) Facility Use Fees	FY 2020
Facility use fee – education/government/non-profit groups	
Small room	
1 - 4 hours	0
4 - 8 hours	0
Medium room	
1 - 4 hours	60.00
4 - 8 hours	80.00
Large room	
1 - 4 hours	65.00
4 - 8 hours	95.00
Facility use fee – private industry/for profit groups	
Small room	
1 - 4 hours	65.00
4 - 8 hours	80.00
Medium room	
1 - 4 hours	80.00
4 - 8 hours	100.00
Large room	
1 - 4 hours	110.00
4 – 8 hours	150.00
Charges for use above 8 hours in one day will be prorated. Groups will be charged for cancellation of room use at the rate of ½ of the rental charges for the room reserved if cancelled with less than 3 business hours' notice	
Mobile Computer Lab usage	
Education/government/non-profit groups	
1-4 hours	150.00
4-8 hours	250.00
Private industry/for-profit groups	
1-4 hours	200.00
4-8 hours	300.00

Berry Biodiversity Conservation Center	FY 2020
Administrative fee (charged per room, per event, non-refundable):	
1) On-campus organizations:	
Conference room or lecture Hall	0
Lobby	25.00
2) Off-campus organizations:	
Conference room of lecture Hall	25.00
Lobby	35.00
Custodial services (charged when room will need additional cleaning beyond regularly scheduled cleanings)	Approx. \$26/hour Approx. \$36/hour after hours
Furniture use deposit for lobby use only(determined by number of chairs and tables used)	25-250
Furniture setup/take-down fee for lobby use only:	
1) On-campus organizations	30.00

Berry Biodiversity Conservation Center	FY 2020
2) Off-campus organizations	100.00

Civil and Architectural Engineering	FY 2020
Hydraulic Laboratory and Hydraulic Equipment 20' x 50' sediment transport flume, per day	250.00
Environmental Engineering Laboratory Bioremediation testing for contaminant degraders, per sample	100.00
Soils Laboratory and Rock Mechanics Laboratory Atterberg Limit test equipment, per day	10.00
Sieve Analysis equipment, per day	15.00
Soils Direct Shear test equipment, per day	20.00
Proctor test equipment, per day	15.00
Inplace Density test equipment, per day	10.00
CVR test equipment, test run by user, per day	70.00
Soil Resistivity test equipment, per day	20.00
Structural Test Facility and Wet Room MTS test equipment, per hour	250.00
per day	1,250.00
Instron test equipment, per hour	150.00
per day	750.00
Tinius Olson test equipment, per hour	100.00
per day	500.00
Data acquisition/instrumentation, per hour	15.00
per day	75.00
Surveying Laboratory and Surveying Equipment Electronic Distant Meter with 2 tripods and prism, per day	25.00
Theodolite 1" with tripod, per day	30.00
Theodolite 10" with tripod, per day	15.00
Transit Vernier with tripod, per day	10.00
Level, automatic with tripod, per day	8.00
Level rod, per day	1.00
100' steel tape, per day	1.00
Total Station (model set 3110) includes peripheral equipment, per day	125.00
Acoustic Doppler Velocimeter Probe (10-MH2) Field Probe, per hour	12.00
Lab and field studies of TOCs in drinking water systems, per test, negotiable on large projects	10.00
Lab and classroom usage, asphalt, soils and concrete technician training and certification, per day, per person	14.00

College of Education	FY 2020
University School Gym rental, per hour, outside groups, exclusive use	16.00

College of Engineering	FY 2020
Engineering Shops	
Machining/Milling/Welding/Press Brake/Fabrication technician fee, per hour	60.00
Omax 2652 Waterjet Machining Center, per hour	80.00
Haas VF-2 CNC Vertical Mill, per hour	80.00
Haas TM-2 CNC Vertical Mill, per hour	80.00
Haas TL-2 CNC Lathe, per hour	4.50
Dimension 3-D printer, per cubic inch of material	40.00/hour
Press Brake	
Printing and copy charges, per page (student)	
B/W Laser	
Single sided	.05
Duplex	.07
Color Laser	
A-size	.25
B-size	.50
Large Plotter	
Plain paper	1.25/sq.ft.
Glossy paper	2.50/sq.ft.
Civil & Architectural Engineering	
Specialized certification program	
Aggregate Session	500.00
Asphalt Session	500.00
Concrete Session without ACI Certification	500.00
Concrete Session with ACI Certification	575.00
Retesting Fee for Aggregate, Asphalt, & Concrete Certification	75.00
Retesting Fee for ACI Certification	250.00
Facility Usage Fee EN 3044 per person per day	15.00

Communication Disorders	FY 2020
<u>Audiology Diagnostic Evaluations</u>	
Auditory brainstem (ABR)	175.00
Comprehensive audiometry threshold evaluation & speech recognition	80.00
Tympanometry	40.00
Conditioned Play Audiometry	50.00
Pure tone & air bone audiometry consult	50.00
Central auditory process	35.00
Ear impression fee & handling	35.00
Otoacoustic Emissions – limited	50.00
Hearing aid, actual cost +100%	+100%
Hearing aid programming & fitting following manufacturer repair, factory invoice +50.00	+50.00

Communication Disorders	FY 2020
Assistive Listening Devices/supplies at cost +40%	+40%
Hearing Aid evaluation, orientation & follow-up	600.00
Out-of-warranty Hearing Aid check	30.00
Industrial audiogram/ Pure tone air conduction thresholds	30.00
Audiometric Screening	30.00
Acoustic Reflex Test	20.00
Acoustic Reflex Decay Test	20.00
Speech Audiometry Threshold	20.00
Speech Audiometry Threshold w/ speech recognition	40.00
Visual Reinforcement Audiometry	50.00
Tone Decay Test	20.00
<u>Speech-Language Pathology Evaluations</u>	
Evaluation – Level 1	115.50
Evaluation – Level 2	69.30
Evaluation – Level 3	waived
Evaluation with Instrumentation – Level 1	165.00
Evaluation with Instrumentation – Level 2	99.00
Evaluation with Instrumentation – Level 3	waived
Re-evaluation (only for existing UW Clients)	44.00
Speech/Language Screening	27.50
<u>Individual Speech-Language Treatment</u>	
Per Semester – Level 1	242.00 121.00
Per Semester – Level 2	Waived
Per Semester – Level 3	121.00
Per ½ Semester or Summer (≤7 wks) – Level 1	60.50
Per ½ Semester or Summer (≤7 wks) – Level 2	waived
Per ½ Semester or Summer (≤7 wks) – Level 3	

Sliding Fee Information*

HOUSE- HOLD #	INCOME LEVEL									
	11,880 or less	11,881- 16,020	16,021- 20,160	20,161- 24,300	24,301- 28,440	28,441- 32,580	32,581- 36,730	36,731- 40,890	More than 40,890	
1	Level 3	Level 2	Level 2	Level 2	Level 1	Level 1	Level 1	Level 1	Level 1	
2	Level 3	Level 3	Level 2	Level 2	Level 2	Level 1	Level 1	Level 1	Level 1	
3	Level 3	Level 3	Level 3	Level 2	Level 2	Level 2	Level 1	Level 1	Level 1	
4	Level 3	Level 3	Level 3	Level 3	Level 2	Level 2	Level 2	Level 1	Level 1	
5	Level 3	Level 3	Level 3	Level 3	Level 3	Level 2	Level 2	Level 2	Level 1	
6	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 2	Level 2	Level 2	
7	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 2	Level 2	
8+	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	

Sliding fee rates are based on **net income** including student loans. To qualify for Level 2° or 3, documentation must be provided in the form of a tax return or personal letter showing evidence of financial hardship. Evidence of UW enrollment (e.g., copy of WYO card) is required for student status (i.e., level 2).

*based upon 2016 Federal Poverty Guidelines

°all UW students receive Level 2

Early Care and Education Center	FY 2020
Tuition	
Infants (Full-day)	56.00/day
Toddlers (Full-Day)	49.00/day
Preschoolers (Full-Day)	47.00/day
School-age Children (after school program)	22.00/day
Full-day public school closures	41.00/day
Half-day public school closures	26.00/day
Annual Enrollment Fee (non-refundable)	25.00/year
Late pickup fee	10.00/day
<p>Half-day rate. Summer Only. Begins the Monday after spring semester finals and continues through the end of summer session. 69% of average daily rates (infant, toddler, and preschool)</p>	

Fine Arts Box Office	FY 2020
Ticket prices vary by department, up to a maximum of \$40. Group discounts are available for 10 or more.	max 40.00
Ticket handling fee, per season order	3.00
Ticket handling fee, per ticket	.50
Ticket handling fee, per ticket, for non-UW sponsored events, up to a maximum of \$3.00	max 3.00
Rental Fee for Fine Arts Building Lobby, outside entities	150.00

Foundation	FY 2020
Use of the Foundation House	
Class I (campus events)	0.00
Class II or III (off-campus groups/events)	
Per day	160.00
Per half-day	132.00

General Counsel	FY 2020
Production and construction costs for public records requests (Wyoming Public Records Act, Wyoming Statute 16-4-204):	
1. \$15.50/hour for clerical staff time.	15.50
2. \$30.00/hour for information technology staff time.	30.00
3. \$40.00/hour for professional staff time.	40.00
4. Actual cost of programming and computer services.	COST
<p>*Note: The requestor would be charged only if the amount of the production and construction costs exceeded \$180.00</p>	

Health Sciences	FY 2020
Wyoming Institute for Disabilities (WIND) Family Science Credential	1,500.00

Home Child Care Provider Program	FY 2020
A sliding fee scale based on income at the time of enrollment will be used to determine rate charged	
Registration fee (non-refundable) per child	20.00
Per Child, per hour, maximum	1.35
Per Child, per hour, special care, maximum	1.50

Intercollegiate Athletics

- Entities using an athletic facility must take into consideration set-up/breakdown time. The entities will be charged the appropriate rate for the time that the facility is “off-line” (e.g., not usable by athletics or another entity).
- DIRECT COST (DC) means that the entity is only being charged the actual cost incurred by the athletic department (set-up/breakdown, equipment usage, etc.)
- Prices listed are for facility rental only. Prices do NOT include labor costs for facility set-up/breakdown, equipment usage for facility set-up/breakdown, equipment usage during the event, required security/emergency personnel (if applicable), etc.
- Users using the facility shall pay the University for any and all damage to the Universities property whether caused by the User or its patrons; normal wear and tear excluded.
- Contact (307-766-2015)
for all intercollegiate athletic rental inquiries.

Intercollegiate Athletics – Activity card	FY 2020
Student spouse activity card, annual fee Per semester *Contact Ticket Office (307-766-7220)	
Student dependent child activity card, annual Per semester *Contact Ticket Office (307-766-7220)	

Intercollegiate Athletics – Activity card	FY 2020
Facilities Use - Intercollegiate Athletics	FY 2020
Wyoming High School Athletics Association Events	DIRECT COST
Arena Auditorium (AA)	
<u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged	DIRECT COST
<u>University events</u> , admission charged (plus negotiated facility rental fee)	+DIRECT COST
<u>Non-University</u>	
Commercial, admission charged	315/hr+DC
Commercial, no admission charged	235/hr+DC
Non-profit organization, admission charged	155/hr+DC
Non-profit organization, no admission charged	75/hr+DC
Scholastic Rate*	60/hr +DC
* <u>Scholastic</u> rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes.	
Arena-Auditorium (AA) Concourse	
<u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged	DIRECT COST
<u>University events</u> , admission charged (plus negotiated facility rental fee)	+DIRECT COST
<u>Non-University</u>	
Commercial, admission charged	120/hr+DC
Commercial, no admission charged	105/hr+DC
Non-profit organization, admission charged	90/hr+DC
Non-profit organization, no admission charged	75/hr+DC
Scholastic Rate*	60/hr +DC
* <u>Scholastic</u> rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes.	
Mickey’s Club Area (AA)	
<u>University events</u> , including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics	
Up to 4 hour rental	1,345 +DC
4+ hour rental	1,615 +DC
<u>Non-University</u>	
Commercial	
Up to 4 hour rental	1,615 +DC
4+ hour rental	1,880 +DC
Non-profit organization	
Up to 4 hour rental	1,345 +DC
4+ hour rental	1,615 +DC
Fieldhouse	

Intercollegiate Athletics – Activity card	FY 2020
<u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Scholastic Rate* *Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes.	DIRECT COST +DIRECT COST 165/hr+DC 135/hr+DC 105/hr+DC 75/hr+DC 60/hr +DC
<p style="text-align: center;">Roach Room</p> *Offline FY 2018-18; Due to High Altitude Performance Center construction	
<p style="text-align: center;">War Memorial Stadium/ Jonah Field</p> <u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Scholastic Rate* *Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes	DIRECT COST +DIRECT COST 435/hr+DC 315/hr+DC 195/hr+DC 75/hr+DC 60/hr +DC
<p style="text-align: center;">Wildcatter Stadium Club & Suites</p> <u>University events</u> , including, but not limited to, ASUW and Cultural Affairs, but excluding Intercollegiate Athletics Up to 4 hour rental 4+ hour rental <u>Non-University</u> Commercial Up to 4 hour rental 4+ hour rental Non-profit organization Up to 4 hour rental 4+ hour rental <u>Maintenance Fee- Required for all rentals</u> Up to 4 hour rental 4+ hour rental	 1,345 +DC 1,615 +DC 1,615 +DC 1,880 +DC 1,345 +DC 1,615 +DC 805 1,125
<p style="text-align: center;">Indoor Practice Facility (IPF)</p>	

Intercollegiate Athletics – Activity card	FY 2020
<p><u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged</p> <p><u>University events</u>, admission charged (plus negotiated facility rental fee)</p> <p><u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Scholastic Rate*</p> <p>*Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes</p>	<p>DIRECT COST</p> <p>+DIRECT COST</p> <p>375/hr+DC 275/hr+DC 175/hr+DC 75/hr+DC 60/hr+DC</p>
<p>Uni Wyo Sports Complex</p> <p><u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged</p> <p><u>University events</u>, admission charged (plus negotiated facility rental fee)</p> <p><u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Scholastic Rate*</p> <p>*Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes.</p>	<p>DIRECT COST</p> <p>+DIRECT COST</p> <p>120/hr+DC 105/hr+DC 90/hr+DC 75/hr+DC 60/hr+DC</p>
<p>Rochelle Athletic Center (RAC) Building *Offline FY 2018-18; Due to High Altitude Performance Center construction</p>	
<p>Louis S. Madrid Sports Complex</p> <p><u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged</p> <p><u>University events</u>, admission charged (plus negotiated facility rental fee)</p> <p><u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Scholastic Rate*</p> <p>*Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate</p>	<p>DIRECT COST</p> <p>+DIRECT COST</p> <p>120/hr+DC 105/hr+DC 90/hr+DC 75/hr+DC 60/hr+DC</p>

Intercollegiate Athletics – Activity card	FY 2020
does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes.	
<p style="text-align: center;">North 40 Fields</p> <p><u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged</p> <p><u>University events</u>, admission charged (plus negotiated facility rental fee)</p> <p><u>Non-University</u></p> <p>Commercial, admission charged</p> <p>Commercial, no admission charged</p> <p>Non-profit organization, admission charged</p> <p>Non-profit organization, no admission charged</p> <p>Scholastic Rate*</p> <p>*<u>Scholastic</u> rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes</p>	<p style="text-align: right;">DIRECT COST</p> <p style="text-align: right;">+DIRECT COST</p> <p style="text-align: right;">120/hr+DC</p> <p style="text-align: right;">105/hr+DC</p> <p style="text-align: right;">90/hr+DC</p> <p style="text-align: right;">75/hr+DC</p> <p style="text-align: right;">60/hr+DC</p>
<p style="text-align: center;">Indoor Tennis Facility</p> <p>Memberships:</p> <p>Adult Individual membership fee, per indoor season</p> <p>Junior Individual membership fee, per indoor season (18 and under)</p> <p>Family membership fee, per indoor season (2 adults and up to 4 dependent children 18 and under)</p> <p>Memberships will be discounted by 25% if purchased for one semester.</p> <p>Each member will receive one guest pass per year</p> <p>Guest rate with pass (sessions 1-3)</p> <p>Guest rate with pass (>3 sessions)</p> <p>Court Rental Fee (per court/hour)</p> <p>Primetime: M-F 8 AM-10 AM;4 PM-close; Sat-Sun 9 AM-1 PM</p> <p>Non-primetime: M-F 1 PM-6 PM; Sat-Sun 1 PM-6 PM</p> <p>Non-Member Daily Access Fee (limit 5/individual, non-member is also responsible for court rental fee of \$12/court/hour and/or lesson fee)</p> <p>Lessons (taught by UW employee)</p> <p>Group/clinic (3+)</p> <p>Private 1 hour (1 person)</p> <p>Semi private (two people)</p> <p>Lessons (taught by non-UW employee)</p> <p>Fees set by USPTA certified teaching professional</p> <p>Outside events (contact James Hignett, 307-766-5065 or jhignett@uwyo.edu , in Athletics)</p>	<p style="text-align: right;">200.00</p> <p style="text-align: right;">100.00</p> <p style="text-align: right;">375.00</p> <p style="text-align: right;">10/court/hour</p> <p style="text-align: right;">20/court/hour</p> <p style="text-align: right;">18.00/hour</p> <p style="text-align: right;">14.00/hour</p> <p style="text-align: right;">10.00</p> <p style="text-align: right;">25/person/90 minutes</p> <p style="text-align: right;">60/hour</p> <p style="text-align: right;">65/hour</p>

Intercollegiate Athletics – Activity card	FY 2020
Events charging admission/fees to participants Events not charging admission/fees to participants After school program for youth (run by UW) Ball machine Season locker rental (members only)	25/court/hour 20/court/hour 10/youth/session 6/hour + Court fee 75.00
<p style="text-align: center;">Tailgate Park</p> <u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Scholastic Rate* *Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The Scholastic rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes.	DIRECT COST +DIRECT COST 120/hr+DC 105/hr+DC 90/hr+DC 75/hr+DC 60/hr+DC
<p style="text-align: center;">South War Memorial Lawn</p> <u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Scholastic Rate* *Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The Scholastic rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes	DIRECT COST +DIRECT COST 120/hr+DC 105/hr+DC 90/hr+DC 75/hr+DC 60/hr+DC
<p style="text-align: center;">Weight Room (AA & RAC)</p>	DIRECT COST +DIRECT COST 120/hr+DC 105/hr+DC 90/hr+DC 75/hr+DC 60/hr+DC

Intercollegiate Athletics – Activity card	FY 2020
<p><u>University events</u> – including, but not limited to, ASUW and Multicultural Affairs, but excluding Intercollegiate Athletics, no admission charged</p> <p><u>University events</u>, admission charged (plus negotiated facility rental fee)</p> <p><u>Non-University</u></p> <p>Commercial, admission charged</p> <p>Commercial, no admission charged</p> <p>Non-profit organization, admission charged</p> <p>Non-profit organization, no admission charged</p> <p>Scholastic Rate*</p> <p>*Scholastic rate is available for all “pre-collegiate” educational institutions (i.e., primary, elementary, and secondary public or private schools). The <u>Scholastic</u> rate does not apply to <i>any</i> post-secondary institution including, but not limited to, culinary and technical institutes</p>	
<p style="text-align: center;">Wrestling Practice Room</p> <p>Due to safety and security concerns including the access this room provides to other areas within the University of Wyoming Athletic Department; appropriate supervision (as determined by the University of Wyoming Athletic Department) is required. There may be additional costs (i.e., in addition to the facility rental) associated with securing appropriate supervision.</p>	150/month+DC

Equipment Rental and Extra Services - Intercollegiate Athletics	FY 2020
Equipment Rental	
Barricades, each	10.00
Chairs, each	1.00
Floor covering, per sq foot	0.25
Forklift, with operator, 4500 lbs, hourly rate	65.00
Equipment Rental	
Golf Carts, each	45.00
Microphone, each	11.00
Podium, each	36.00
Portable stage ramp	500.00
Portable stage, max size 60' x 40', sound wings 12'x16'	1,220.00
Stage Stairs, each	10.00
Equipment Rental	
Portable Bleachers, each	50.00/day
4' x 8' Risers (each section)	35.00
Sound system - Electro Voice with Yamaha PM 1000 console and one microphone	145.00
Table skirting, per table	3.00
Tables, each	7.50
Picnic Table, each	10.00
Cocktail Table, each	5.00

Equipment Rental and Extra Services - Intercollegiate Athletics		FY 2020
Stool, each		1.00
Extension cords		4.00
Flip-cards		25.00
Equipment Rental		
Trash Can, each		2.00
Pipe & Drape		1.00/ft
Generator, each		50.00/generator
Soccer Goal, each		50.00
Floor Tape (indoor courts only)		30.00/roll
Extra Services, per person, per hour		
On-site commercial sales (% of gross)		
Electricians		DIRECT COST
Medical/Emergency Staff		
Nursing staff		25.00/hour
EMT/Ambulance		DIRECT COST
Police and security services		
Landmark Security		DIRECT COST
UW Police		35.00/hour
City of Laramie Police		DIRECT COST
Albany County Sheriff		DIRECT COST
Athletics Facilities Staff		
Manager		40.00/hour
Supervisor		35.00/hour
Full-time staff		30.00/hour
Part-time staff		17.50/hour
Field Painting (paint included in price)		60.00/hr

Tickets - Intercollegiate Athletics		FY 2020
Athletic and Special Events		Call UW Ticket Office 307-766-7220
*Faculty/Staff discount will be in accordance with IRS guidelines.		

Jacoby Golf Course		FY 2020
Green Fees - General Public		
9 holes		32.00
18 holes		40.00
Twilight		
Green Fees - UW students and Juniors (18 years and younger)		
9 holes		20.00
18 holes		25.00
Memberships		

Jacoby Golf Course	FY 2020
Full time student or spouse	400.00
Adult Single	595.00
Junior (18 years or younger)	250.00
Family	1,440.00
Driving Range and Golf Carts	
9 hole cart rental (2 riders)	20.00
18 hole cart rental (2 riders)	30.00
Cart membership	250.00
Driving Range membership	225.00
Range balls	
Small bucket	2.83
Medium bucket	4.71
Large bucket	6.60
Club storage, per season	50.00

Institutional Marketing	FY 2020
Enhanced website services	
Monthly rate for projects lasting 1-2 months	\$9,000
Weekly rate	\$2,500
Hourly rate	\$70
Monthly rate for projects lasting over 2 months	\$8,000

Kinesiology and Human Energy Research Laboratory	FY 2020
Service Fees – group rates available upon request (Service subject to constraints on University's limited service license)	
DEXA users fee (Research) includes 175 scans/year	1500/yr
Per scan fee (in addition to users fee)	15.00
Metabolic Laboratory Blood Profile - cholesterol, triglyceride, glucose & insulin, per test	45.00
Computer diet analysis, per analysis	25.00
Graded Exercise Stress Test with electrocardiogram (EKG) and oxygen consumption (VO2max)	175.00
Exercise Prescription	40.00
Exercise Stress Test	160.00
Human Assay Measurement	300.00
Hydrostatic Weighing	25.00
Pulmonary function test (FEV1)	25.00
Resting electrocardiogram (EKG)	25.00
Skinfold measurement (body composition)	10.00
Weight loss program	10.00
	35.00

	FY 2020
Mechanical Engineering	
Rapid Prototype Machine	10/cubic inch
Nanoindenter System – UW unit, per hour	15.00
Nanoindenter System – non-UW unit, per hour	25.00
Technical assistance, per hour	90.00
Instrument instruction (mandatory for new users), per hour	90.00

	FY 2020
Medical Education and Public Health	
Family Practice Center – Casper	
Family Practice Center- Cheyenne	
Courses taught at this facility are open to all members of the medical community.	
Advanced Life Support and OB (ALSO) – Non UW personnel	325.00
Wilderness Medicine Program fees - Non UW personnel	350.00

Fees, Charges, and Deposits (methodology)

The UW Family Medicine Residency Programs in Casper and Cheyenne maintain a formal fee schedule for physician services based on a resource-based relative value scale. A relative value guide correlates the difficulty of performing a certain procedure and the time required and assigns a unit value to the procedure. There are over 7,000 procedures listed in the RBRVS (resource-based relative value scale) and each procedure has a unique code associated with it as well as a unit value. The fee charged for the procedure is obtained by multiplying the unit value by a conversion factor. Conversion factors used at the Family Practice Centers are updated periodically by reviewing the reimbursement received from major insurance companies and are reviewed annually by the Dean of the College of Health Sciences. Conversion factors currently in use are on file at each program and in the Office of the Dean.

The University of Wyoming Family Practice Residency Programs accept new patients regardless of their ability to pay for services. Our policy is to bill all patients for services provided and to request payment at the time of service. At the Family Practice Center in Cheyenne, all medical laboratory charges are billed by Cheyenne Regional Medical Center. Charges for these services are not eligible for discounts offered by our facility.

Financial Discounts apply to patients with special financial needs. Occasionally, patients have legitimate financial problems. Patients expressing hardship must be referred to the Business Office for each program where financial arrangements or discounts can be determined. There are two discount options:

Hardship Discount applies to patients with serious illnesses who are unable to work and have no other sources of income and patients who are now deceased and their accounts are uncollectible. If, after insurance payment, there is an outstanding balance, the Medical Director may elect to write off the remaining balance.

Sliding Fee Scale Discount applies to families that are "total family private pay" which may qualify them for a sliding fee scale or a co-pay. Special exceptions to the total family private pay rule will be considered for families with insured children on a case-by-case basis by the program director or designee. The per visit co-pay will apply to those who do not meet 100% of the Federal Poverty level standard. The co-pay for procedures and OB visits for those below 100% of the FPL will be addressed on a case-by-case basis. The sliding fee percentages are based on annual gross family income and size. Payments are expected every thirty (30) days.

UW Family Medicine Residency Programs in Casper and Cheyenne	FY 2020
Rental of Auditorium Monday through Friday 8AM – 8PM	53.00/day
Audio Visual Equipment (if needed) Saturday and Sunday 8AM – 5PM	26.00/day 80.00/day
Audio Visual Equipment (if needed)	26.00/day
Rental of Conference Room and Classrooms Monday through Friday 8AM – 5PM (no Audio Visual Equipment Available)	26.00/day

Miscellaneous	FY 2020
Bicycle Registration, one time for each bicycle City of Laramie and UW accept either registration	5.00
Violations	
Impound Fee	10.00
Police Department	
Fingerprinting (per card)	5.00
Vehicle Identification Number Inspections	5.00
Police Report Copies	.25 per page
Copy machines, per copy	
Minimum	.05
Maximum, not to exceed cost	.50
Keys	
Deposit, minimum	1.00
Deposit, maximum	10.00
Charge for lost key, regular key, minimum	1.00
Charge for lost key, regular key, maximum	10.00
Outside door key, minimum	2.50
Outside door key, maximum	25.00
Master key, minimum	50.00
Master key, maximum	250.00
Laminating, sheet, per foot	.40
Word processing, per hour, without operator	
Minimum	2.00
Maximum	10.00

Modern & Classical Languages	FY 2020
Conversion of foreign video tapes to US format	25.00 + blank tape

Music Department	FY 2020
Recording and program production fee	50.00
Sponsored concerts, ticket sales	
Adults	8.00
High school students and senior citizens	6.00
UW students	N/C

Planetarium	FY 2020
Ticket prices	
Students and seniors	2.00
Adults	3.00
Children (under 5)	NO COST
Groups (i.e., classes, boy scouts)	30.00

Recreation Facility Rental Fees	FY 2020
Half Acre (outside groups, exclusive use)	
Pool, per hour	50.00
MAC Gym, per court, per hour	25.00
Historic Gym, per court, per hour	20.00
Exercise Room, per hour	25.00
Climbing Wall, per hour	50.00
Racquetball Courts, per court, per hour	20.00
Classroom, per hour	50.00
Set-up cleaning flat fee	25.00
Corbett Building	
Pool, per hour	75.00
Gym, per court, per hour	15.00

Recreation Field Rental Fee	FY 2020
Classifications:	
Classification I: qualifying groups and activities include UW student Groups and organizations. Non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or UW department, with participants primarily students, faculty and staff qualify under this category.	
Classification II: qualifying groups and activities include University departments, recognized student clubs and organizations co-sponsoring events with commercial entities or EVENTS WHERE ADMISSION OR FEES ARE CHARGED. Non-profit organizations and Wyoming state agencies, not primarily involving students, faculty and staff and state, regional or national competitions qualify under this category.	
Classification III: Commercial off-campus groups.	
Classification I: Free, pending availability	FREE
Classification II: Recreation Field Rental, per field, per hour (2 hour minimum rental)	50.00
Classification III: Recreation Field Rental, per field, per	100.00

Recreation Field Rental Fee	FY 2020
hour (2 hour minimum rental)	

Renewable Resources

Renewable Resources Insect Identification	FY 2020
Identification and management options, per specimen	10.00
Identification and management options, human health pests, per specimen	30.00

Renewable Resources Light Stable Isotope Facility	FY 2020	
<p>The analyses provided by the Stable Isotope facility will allow faculty and students to measure rangeland productivity, water sources used by plants, vegetation consumed by insects, and past climates of Wyoming and the region. "External" indicates fees charged to the private sector, "On Campus" indicates other UW departments. Please refer to our website at: http://uwacadweb.uwyo.edu/SIF/ .</p>		
	On Campus	External
EA-IRMS, organic + inorganic, $\delta^{13}\text{C}$,	6.50	9.40
EA-IRMS, organic + inorganic, $\delta^{15}\text{N}$	6.50	9.40
EA-IRMS, organic + inorganic, $\delta^{34}\text{S}$	9.50	13.70
EA-IRMS, organic + inorganic, $\delta^{13}\text{C} + \delta^{15}\text{N}$	6.50	9.40
EA-IRMS, organic + inorganic, $\delta^{15}\text{N} + \delta^{34}\text{S}$	9.50	13.70
EA-IRMS, organic + inorganic, $\delta^{13}\text{C} + \delta^{34}\text{S}$	9.50	13.70
EA-IRMS, organic + inorganic, $\delta^{13}\text{C} + \delta^{15}\text{N} + \delta^{34}\text{S}$	9.50	13.70
EA-IRMS, organic + inorganic, $\delta^{13}\text{C} + \text{C}\%$	6.50	9.40
EA-IRMS, organic + inorganic, $\delta^{15}\text{N} + \text{N}\%$	6.50	9.40
EA-IRMS, organic + inorganic, $\delta^{34}\text{S} + \text{S}\%$	9.50	13.70
EA-IRMS, organic + inorganic, $\delta^{13}\text{C} + \delta^{15}\text{N} + \text{C}\% + \text{N}\%$	6.50	9.40
EA-IRMS, organic + inorganic, $\delta^{15}\text{N} + \delta^{34}\text{S} + \text{N}\% + \text{S}\%$	9.50	13.70
EA-IRMS, organic + inorganic, $\delta^{13}\text{C} + \delta^{34}\text{S} + \text{C}\% + \text{S}\%$	9.50	13.70
EA-IRMS, organic + inorganic, $\delta^{13}\text{C} + \delta^{15}\text{N} + \delta^{34}\text{S} + \text{C}\% + \text{N}\% + \text{S}\%$	9.50	13.70
EA-IRMS, organic + inorganic, $\text{C}\%$	6.50	9.40
EA-IRMS, organic + inorganic, $\text{N}\%$	6.50	9.40
EA-IRMS, organic + inorganic, $\text{S}\%$	9.50	13.70
EA-IRMS, organic + inorganic, $\text{C}\% + \text{N}\%$	6.50	9.40
EA-IRMS, organic + inorganic, $\text{C}\% + \text{N}\% + \text{S}\%$	9.50	13.70
GC-IRMS, CO_2 gas, $\delta^{13}\text{C}$	6.50	9.40
GC-IRMS, CO_2 gas, $\delta^{18}\text{O}$	6.50	9.40
GC-IRMS, CO_2 gas, $\delta^{13}\text{O} + \delta^{18}\text{O}$	6.50	9.40
GC-IRMS, CO_2 equilibration $\delta^{18}\text{O}$	8.50	12.30
GC-IRMS, dissolved inorganic carbon, $\delta^{13}\text{C}$	8.50	12.30
GC-IRMS, dissolved nitrate, $\delta^{15}\text{N} + \delta^{18}\text{O}$	23.00	N/A
GC-IRMS, carbonates, $\delta^{13}\text{C}$	8.50	12.30
GC-IRMS, carbonates, $\delta^{18}\text{O}$	8.50	12.30
GC-IRMS, carbonates, $\delta^{13}\text{C} + \delta^{18}\text{O}$	8.50	12.30
TC/EA-IRMS, organic + inorganic, $\delta^2\text{H}$	11.50	16.60
TC/EA-IRMS, organic + inorganic, $\delta^2\text{H} + \delta^{18}\text{O}$	11.50	16.60
TC/EA-IRMS, Water, $\delta^2\text{H} + \delta^{18}\text{O}$	8.50	12.30
WSCRDS, Water, $\delta^2\text{H} + \delta^{18}\text{O}$	5.00	7.20
GC-C-IRMS, $\delta^{13}\text{C} + \delta^{15}\text{N}$	90.00	N/A
GC-TC-IRMS, $\delta^2\text{H} + \delta^{18}\text{O}$	90.00	N/A
Client load discount per sample (EA and TC/EA samples only)	-1.00	-1.00
Water extraction line charge per sample	2.00	N/A
Grinding charge per sample	N/A	2.00
Filter of water sample surcharge	2.00	2.90
Acidification (soil carbonate removal) charge per sample	N/A	4.00

Hydrogen exchange preparation per sample	2.00	2.90
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Research Support, Division of		FY 2020
Engineer Design Time:		
All Research Units		\$35/hr
Other State agencies and non-research units		\$60/hr
Labor and Materials Charges:		
All Research Units		\$35/hr.+ mat. +20%
Other State agencies and non-research units		\$60/hr.+ mat. +20%
Chemical Stockroom:		
All units		Cost + 20%

Shipping & Receiving		FY 2020
Package handling fee		15% not to exceed \$50

Theater Productions		FY 2020
Regular events		
Adults		14.00
Children (5-12, under 5 not admitted)		7.00
Seniors (over 60)		11.00
Special events, Musical & Ballet		
Adults		15-18
Children (5-12, under 5 not admitted)		8-9
UW students (with UW ID)		8-9
Seniors (over 60)		12-13
Season Pass, Adult		78-86
Season Pass, Senior		60-72
Ticket Handling Fee, per order		3.00

Transportation Aircraft		FY 2020
Use of the University's transportation aircraft – N200UW. Hourly rate plus actual pilot expenses.		\$1,400.00 per hour

University Photo Service	FY 2020
Use of UW Photo Service for official purposes by university academic and administrative units is free of charge, with the following exceptions.	
Prints 2x3" 4x6" or 5x7" 8x10" or 8x12" 11x14" 16x20" CD DVD	1.00 1.50 2.50 5.00 8.50 .50 1.00
Payment by IDR is required for prints, delivery of images on CD, and photo shoots requiring travel off the UW-Laramie campus.	
Unofficial or personal use Recognized student organizations (RSOs), students, as well as UW employees requesting Photo Service for non-official purposes will pay the product charges listed above and all labor costs associated with photography and digital processing, including travel charges for photo shoots off the Laramie campus. Photo Service charges \$35 per hour during university business hours and \$50 per hour at all other times.	
Additional charges: Digital proof sheets High-resolution images Each additional image	5.00 10.00 7.50

UW National Park Service	FY 2020
Research Center Living Facilities Restricted to investigators whose research is based at the Research Center, and to their associates, assistants and immediate families Per day room charge per person Unit cleaning and repair fee	Non-UW: 20.00 UW: 15.00 COST
Boat Use Research purposes only - depending upon amount of special research equipment required Canoe, rowboat, rubber raft, per day Outboard motor boat, less than 20 hp, per day Monarch 19' research boat, per hour	20.00/day 25.00/hour 40.00/hour
Facility Use Meeting rooms, one to three rooms, university Others – depends upon room size, university affiliation, educational, research or governmental unit	N/C 50-200.00

UWyo Magazine

UWyo Magazine Advertising Space Rates (full color ads):

Size	1X	2X	3X
Full Page	\$1,800	\$1,710	\$1,620
Half Page	\$1,250	\$1,187	\$1,125
Third Page	\$875	\$831	\$787
Front Inside Cover	\$2,100	\$1,995	\$1,890
Back Inside Cover	\$2,100	\$1,995	\$1,890
Back Cover	\$2,100	\$1,995	\$1,890

UW colleges, departments, and units will receive an automatic 10% discount. Special rate discounts offered on a per volume basis.

Design & Production Rates (if advertiser selects UWyo Designer to design their ad.)

Half Page	\$150
Full Page	\$323

Wyoming Agricultural Experiment Station

	FY 2020
Greenhouse and Plots	
College of Agriculture and Natural Resources departments	
Hoop House	0.07/ft ² /yr
Greenhouse, full service (bench space)	0.43/ft ² /yr
Greenhouse, partial service (bench space)	0.34/ft ² /yr
Small plot, dryland	0.04/ft ² /yr
Small plot, irrigated	0.07/ft ² /yr
Variety trial, dryland	73.87/ac
Variety trial, irrigated	147.74/ac
Off Research and Extension Center work will be charged at full cost for plot fees, vehicle fee to haul equipment, and time. All such work must be arranged beforehand with the Farm Manager. (http://www.defensetravel.dod.mil/docs/TruckCeilingRates.pdf)	120/day+\$0.14/mile
Time for operator (rate = salary + benefits)	34.70/person/d
Other UW departments	
Hoop House	0.09/ft ² /yr
Greenhouse, full service (bench space)	0.56/ft ² /yr
Greenhouse, partial service (bench space)	0.44/ft ² /yr
Small plot, dryland	0.05/ft ² /yr
Small plot, irrigated	0.09/ft ² /yr
Variety trial, dryland	103.42/ac
Variety trial, irrigated	206.83/ac
Off Research and Extension Center work will be charged at full cost for plot fees, vehicle fee to haul equipment, and time. All such work must be arranged beforehand with the Farm Manager. (http://www.defensetravel.dod.mil/docs/TruckCeilingRates.pdf)	120/day+\$0.14/mile
Time for operator (rate = salary + benefits)	34.70/person/d

Greenhouse and Plots	FY 2020
Non-UW entity	
Hoop House	0.11/ft ² /yr
Greenhouse, full service (bench space)	0.60/ft ² /yr
Greenhouse, partial service (bench space)	0.47/ft ² /yr
Small plot, dryland	0.07/ft ² /yr
Small plot, irrigated	0.11/ft ² /yr
Variety trial, dryland	125.57/ac
Variety trial, irrigated	243.76/ac
Full service contracts	2,110.50/ac
Partial service contracts	1,055.25/ac
Off Research and Extension Center work will be charged at full cost for plot fees, vehicle fee to haul equipment, and time. All such work must be arranged beforehand with the Farm Manager. http://www.defensetravel.dod.mil/docs/TruckCeilingRates.pdf	120/day+\$0.14/mile
Time for operator (rate = salary + benefits)	34.70/person/d

Lab Animals	FY 2020
College of Agriculture and Natural Resources departments	
Mice (with general care)	0.17
Mice (without general care)	0.07
Transgenic Mice (with general care)	0.24
Transgenic Mice (without general care)	0.09
Rats (with general care)	0.46
Rats (without general care)	0.21
Guinea pigs (with general care)	0.46
Guinea pigs (without general care)	0.21
Gerbils (with general care)	0.46
Gerbils (without general care)	0.21
Ferrets and Weasels (with general care)	1.41
Ferrets and Weasels (without general care)	0.71
Rabbits (with general care)	2.12
Rabbits (without general care)	1.06
Dogs (with general care)	5.63
Dogs (without general care)	2.81
Cats (with general care)	2.81
Cats (without general care)	1.41
Poultry – Ducks and Chickens (with general care)	1.13
Poultry – Ducks and Chickens (without general care)	0.56
Other Avian Species (with general care)	2.12
Other Avian Species (without general care)	1.06
(General care includes feeding, watering and cleaning cages.)	

Lab Animals	FY 2020
Other UW departments	
Mice (with general care)	0.20
Mice (without general care)	0.08
Transgenic Mice (with general care)	0.28
Transgenic Mice (without general care)	0.11
Rats (with general care)	0.54
Rats (without general care)	0.25
Guinea pigs (with general care)	0.54
Guinea pigs (without general care)	0.25
Gerbils (with general care)	0.54
Gerbils (without general care)	0.25
Ferrets and Weasels (with general care)	1.69
Ferrets and Weasels (without general care)	0.84
Rabbits (with general care)	2.53
Rabbits (without general care)	1.27
Dogs (with general care)	6.75
Dogs (without general care)	3.38
Cats (with general care)	3.38
Cats (without general care)	1.69
Poultry – Ducks and Chickens (with general care)	1.35
Poultry – Ducks and Chickens (without general care)	0.67
Other Avian Species (with general care)	2.53
Other Avian Species (without general care)	1.27
(General care includes feeding, watering and cleaning cages.)	
Non-UW entity	
Mice (with general care)	0.23
Mice (without general care)	0.09
Transgenic Mice (with general care)	0.31
Transgenic Mice (without general care)	0.15
Rats (with general care)	0.59
Rats (without general care)	0.28
Guinea pigs (with general care)	0.59
Guinea pigs (without general care)	0.28
Gerbils (with general care)	0.59
Gerbils (without general care)	0.28
Ferrets and Weasels (with general care)	1.84
Ferrets and Weasels (without general care)	0.91
Rabbits (with general care)	2.75
Rabbits (without general care)	1.38
Dogs (with general care)	7.32
Dogs (without general care)	3.66
Cats (with general care)	3.66
Cats (without general care)	1.84
Poultry – Ducks and Chickens (with general care)	1.46
Poultry – Ducks and Chickens (without general care)	0.74
Other Avian Species (with general care)	2.75
Other Avian Species (without general care)	1.38
(General care includes feeding, watering and cleaning cages.)	

Livestock	FY 2020
College of Agriculture and Natural Resources departments	
Pen yardage, cattle	0.21/d
Pen yardage, small ruminants/hogs	0.07/d
GrowSafe yardage, cattle	0.71/d
GrowSafe yardage, small ruminants	0.21/d
Livestock feed, standard practices	½ market value
Livestock feed, non-standard	½ market value
Feed processing	100% of costs
All pasture	5% of base fee
Improved pasture, full service	28.14/AUM
Improved pasture, partial service	14.07/AUM
Rangeland pasture, full service	14.07/AUM
Rangeland pasture, partial service	10.56/AUM
Other UW departments	
Pen yardage, cattle	0.43/d
Pen yardage, small ruminants/hogs	0.15/d
GrowSafe yardage, cattle	1.41/d
GrowSafe yardage, small ruminants	0.43/d
Livestock feed, standard practices	Market value
Livestock feed, non-standard	Market value
Feed processing	100% of costs
All pasture	10% of base fee
Improved pasture, full service	56.28/AUM
Improved pasture, partial service	28.14/AUM
Rangeland pasture, full service	28.14/AUM
Rangeland pasture, partial service	21.11/AUM
Non-UW entity	
Pen yardage, cattle	0.84/d
Pen yardage, small ruminants/hogs	0.28/d
GrowSafe yardage, cattle	2.81/d
GrowSafe yardage, small ruminants	0.84/d
Livestock feed, standard practices	Market value
Livestock feed, non-standard	Market value
Feed processing	100% of costs
All pasture	15% of base fee
Improved pasture, full service	84.42/AUM
Improved pasture, partial service	42.21/AUM
Rangeland pasture, full service	42.21/AUM
Rangeland pasture, partial service	28.14/AUM

Livestock Teaching Arena	FY 2020
University events	COST
Non-profit organizations, cost plus fee of:	
Per hour	78.43
Per day	391.49
Commercial, cost plus fee of:	
Per hour	156.61
Per day	783.00

Plant Tissue Processing	FY 2020
College of Agriculture and Natural Resources departments	
Tissue grinding (up to 50 g)	5.91
Nitric Acid digest	5.91
MgNO3 digest	8.87
Dry Ash	5.91
Other UW departments	
Tissue grinding (up to 50 g)	11.79
Nitric Acid digest	11.82
MgNO3 digest	17.73
Dry Ash	11.82

Wyoming Public Media (WPM)

Wyoming Public Radio (WPR)	FY 2020
Radio Production and Recording Production room, self-use, per hour (minimum of 1 hour charge)	
Educational/Non-profit	50.00
Commercial	75.00
Production room plus technical, per hour (minimum of 1 hour charge)	
Educational/Non-profit	75.00
Commercial	100.00
Live Audio Services	
Production room plus technical and telephone charges, per hour	
Educational/Non-profit	50.00
Commercial	75.00
Dubbing charges (CD and file transfer only)	
Educational/Non-profit	
CD, Audio File and transfer; each	5.00
Service charge, per hour	10.00
Commercial	
CD, Audio File and transfer; each	10.00
Service charge, per hour	20.00

Wyoming Geographic Information Science Center (WYGISC)	FY 2020
Data CD duplication	20.00

Wyoming Institute for Disabilities/UCEDD	FY 2020
Educational, developmental, or functional assessments for persons with disabilities. Per professional hour	50.00-125.00

Wyoming Institute for Disabilities/UCEDD	FY 2020
Printed materials for individuals with disabilities Production costs for materials Professional services for developing printed and/or electronic material	cost plus 20% up to \$100 per hour
Training Technical Assistance and evaluations for organizations and individuals supporting persons with disabilities. Travel expenses will be billed in accordance with University travel regulations. Per professional hour	50.00-125.00
Technical assistance for production of alternative formatted accessible materials, per professional hour	50.00-125.00
Web Services Specialized web sites, or website accessibility review, databases, per professional hour	50.00-100.00
Parent management training for children's behavior problems	80.00-120.00
Social skills training for peer relationship problems	80.00-120.00

Wyoming State Veterinary Laboratory Fee Schedule See Attachment A



Fee Schedule and General Policies
Effective September 1, 2015

General Policies

The mission of the Wyoming State Veterinary Laboratory is to provide accessible, timely, accountable, and accurate diagnostic services, animal disease research, and education to veterinarians, students, others interested in animal health, and the people of Wyoming.

The Wyoming State Veterinary Laboratory is a fully accredited laboratory committed to the maintenance of a quality assurance program that ensures that all procedures and documentation are in compliance with the quality standards of the American Association of Veterinary Laboratory Diagnosticians (AAVLD).

1. Confidentiality

Accessions submitted to the WSVL, including carcasses, tissues and agents isolated from samples, become the property of the WSVL unless other arrangements are made with the laboratory director prior to submission or a current and jointly signed memorandum of understanding between the Laboratory and the submitter or submitting agency/institution is in effect.

Laboratory results are joint property of the WSVL and the submitter (or submitting agency/institution) that paid for the diagnostic testing. Laboratory results **will not** be shared with third parties except in the following circumstances:

- a. There is a legal requirement to do so.
- b. Cases involving state or federal reportable animal diseases.
- c. It is in the best interests of animal or human health to do so. This will be decided on a case-by case basis by the laboratory director or, in her/his absence, by the acting director.

As required by statute, the laboratory will periodically release summary data of animal disease patterns and trends, and share this information with the Wyoming Livestock Board, Wyoming Department of Health, Wyoming Game and Fish Department, other pertinent state agencies, clients of the laboratory, and the public through scientific and general purpose articles, newsletters, press releases and annual reports.

2. Contact Information

Wyoming State Veterinary Laboratory
University of Wyoming
1174 Snowy Range Road
Laramie, WY 82070

Phone: (307) 766-9925
Toll Free: 1-800-442-8331
Fax: (307) 721-2051
Email: vetrec@uwyo.edu

3. Operating Hours

The WSVL is staffed and open Monday through Friday during the following hours:

September – April: 8:00 am – 5:00 pm

May – August: 7:30 am – 4:30 pm

Mail is received on Saturdays and samples processed but walk in sample submission is not available except by arrangement.

4. Sample Submission

Accession Forms

All submissions for diagnostic testing at the WSVL **MUST** be accompanied by an appropriate accession form. Appropriate accession forms include the WSVL accession form (for most diagnostic samples), federal EIA (Coggins) or Brucellosis forms or third party Coggins forms (Global Vet Link) or state Trichomoniasis test forms as appropriate. Forms should be filled out as completely as possible to obtain the most efficient and timely results possible. Federal forms must be signed by an accredited veterinarian. Submission of incomplete or unsigned accession forms may result in delayed testing until complete documents are received by WSVL.

Packing

We recommend you use Whirl-pak bags as primary packaging, as they are the least likely to leak in transit. **Do not use zip-lock bags as primary packaging.**

Place specimen in Whirl-pak, add formalin if needed, and collapse the bag to expel air. Hold the yellow tabs of the Whirl-pak, whirl the bag four or more times, and fold the tabs. Bag fresh tissues separately from fixed tissues. Do not fill Whirl-paks more than half full with formalin (fixed tissues should be in a 10:1 ratio of formalin to tissue). Ensure each bag is labeled with owner's, clinic's, or veterinarian's name and type of sample.

If more than one surgical sample is removed from an animal, bag and label each separately.

If you have multiple samples from individual animals, group them in biohazard bags provided along with our shipping cartons. If you prefer, you can also use large zip-lock bags as secondary packaging. This policy serves two purposes: it allows us to quickly find ALL samples from individual cases, and it minimizes the risk of leaks spreading and contaminating other specimens from other cases in the same box. We recommend you put fresh and fixed tissues in separate secondary packaging.

No matter what you ship, always double bag it.

Shipping Samples

The shipping carton must be insulated and protected by an outer fiberboard box. WSVL shipping cartons have Styrofoam inner packs with lids, which helps keep samples cool in the summer and protects them from freezing in the winter.

Fill any extra space with newspaper or paper towels to absorb leaks, protect from damage in transit, and provide insulation. **DO NOT USE PACKING PEANUTS** – they do not absorb leaks, will create a mess when wet, and may lead to loss of smaller specimens in the box.

Add frozen ice packs to the TOP of the package, as cold air will settle to protect samples. Please consider the time of year and length of transit time when deciding how many ice packs to use. Place a layer of newspaper or paper towels between ice packs and the top of the box to absorb moisture coming off ice packs during shipment.

Do not use ice-filled zip-lock bags as ice packs.

Place the lid on the carton and tape shut on two sides only. Place paperwork in a Whirl-pak to protect from any leaks and place between the insulated container and fiberboard box.

Shipping Carcasses

Please do not ship carcasses weighing more than 10 kg (22 lb) unless special circumstances are involved, such as an anesthetic death, malicious poisoning, or litigation. Large carcasses (> 10 kg) quickly deplete the ice supply and will rot in transit. If you need to send a large carcass, contact the WSVL necropsy technician or one of our pathologists in advance – we will advise you as to whether you should send the carcass or do a tissue collection at your clinic. If the problem is not related to the limbs, you can reduce shipping costs by cutting off thoracic and pelvic limbs and shipping only the trunk, neck, and head.

If you are dealing with a major disease problem, the best way to get reliable information is for you or your client to drive to the lab with one or more fresh and unopened carcasses for a complete necropsy. The carcasses should be representative of the problem and ideally in the early stages of the disease. This is also the most cost-effective way to gather data for your client.

Mailing

Avoid shipping specimens over the weekend. Refrigerate (DO NOT FREEZE) specimens until Monday if necessary. One- to two-day shipping methods are ideal. We can assist with packaging needs by providing Whirl-paks, formalin containers, forms, and shipping information. Please call the necropsy department (307-766-9919) at the WSVL.

Ensure before shipping specimens that they are packaged to meet requirements of the shipper and applicable state or federal laws.

5. Receiving Results

Up to the minute results may be accessed via our webpage, under Client Services (<http://www.uwyo.edu/wyovet/client-services/>). Results can also be emailed, mailed or faxed to the submitter – please make us aware of your preference by calling (307-766-9925) or emailing us (vetrec@uwyo.edu). If you would prefer not to receive hard copies of results (web or email only), please let us know and we will note that in your account.

6. Payment

The person/practice/agency requesting services will be billed and will receive all diagnostic reports with no exceptions. Payments may be made by cash, check, electronic funds transfer (EFT) or credit card, and are due 30 days after receipt of the statement.

The maximum test fee (\$150) applies to single animal diagnostic submissions and includes all tests performed in-house. The maximum fee does not apply to tests referred to other laboratories or testing assessed an hourly fee, i.e. legal, forensic and insurance cases. The laboratory will contact the submitter if hourly fees may apply. The maximum test fee does not apply to accessions submitted by federal governmental agencies or state/local governmental agencies outside of the state of Wyoming. Additional animals related to the same submission may be accepted for an additional \$60 each at the discretion of the WSVL. The maximum fee for additional submissions applies to each additional animal submitted at the same time and from the same owner as part of the same problem. Not all testing may be done on each animal at the discretion of WSVL.

Professional services rendered for forensic, insurance, and other legal claims will be charged at the rate of \$150 per hour in addition to other laboratory charges. These services include telephone and other consultations, site visits, document preparation, and legal testimony.

Services will not be provided to clients with accounts that are greater than 90 days past due.

Individual test fees may change prior to publication of a new fee schedule as a result of significant changes in costs for supplies, reagents and/or diagnostic kits.

WSVL Fee Schedule

Effective Date: September 1, 2015

Bacteriology				307-766-9931
Test	Price	Specimen	Comments	
Culture Abortion culture screen	\$ 12.00	Fetal tissues, stomach contents, placenta	Aerobic culture plus Campylobacter culture	
Aerobic culture	\$ 12.00	Tissues, swabs, aspirates		
Anaerobic culture	\$ 12.00	Tissues, swabs, aspirates		
Anthrax culture	\$ 12.00	Blood, tissue		
Brucella Culture	\$ 15.00	Blood, tissue, placenta		
Johne's culture	\$ 36.00	Feces		
Dermatophyte Test Medium (DTM)	\$ 6.00	Hair, skin, scraping		
Fungal culture	\$ 6.00	Hair, skin, scraping		
Fluorescent Antibody Clostridium (blackleg) FA	\$ 12.00	Muscle	Tests for 4 species (C. novyi, C. chauvoei, C. septicum, C. sordelli)	
PCR Clostridium perfringens typing PCR	\$ 35.00	Isolated bacteria		
Coxiella burnetii (Q Fever) PCR	\$ 35.00	Placenta		
E. coli typing PCR	\$ 35.00	Isolated bacteria		
Johne's PCR	\$ 35.00	Feces		
Leptospira sp. PCR	\$ 35.00	Urine, kidney		
Mycoplasma PCR	\$ 35.00	Joint fluid, swabs, lung		
Potomac Horse Fever (Neorickettsia risticii) PCR	\$ 35.00	Feces		
Ureaplasma PCR	\$ 35.00	Tissue		
Antimicrobial Microdilution antimicrobial sensitivity	\$ 15.00	Isolated bacteria	Price per isolate tested	
Clinical Pathology				(307) 766-9958
Test	Price	Specimen	Comments	
Complete Blood Count (CBC) and Differential Count		Whole blood (EDTA or heparin)		
	1-6 each \$ 16.00			
	>6 each \$ 12.00			
Large Animal Chemistry Panel		Serum		
	1-6 each \$ 28.00			
	>6 each \$ 26.00			
Small Animal Chemistry Panel		Serum		
	1-6 each \$ 28.00			
	>6 each \$ 26.00			
Electrolyte Panel	\$ 6.00	Serum		
Individual serum chemistry tests	\$ 7.00	Serum		
Urinalysis	\$ 10.00	Urine		
Fibrinogen	\$ 6.00	EDTA Whole blood		
Referred tests	REFERRED		T3, ANA, Coombs', progesterone, testosterone, pregnancy, etc.	

Serology		Diagnostic: (307) 766-9950		Regulatory: (307) 766-9924	
Test	Price	Specimen	Comments		
Diagnostic Serology Bovine Respiratory Syncytial Virus (BRSV) SN		Serum or clotted blood (RTT, RGTT)			
1-5 samples, each	\$ 7.00				
6 or more samples, each	\$ 5.50				
Bovine Viral Diarrhea 1 (BVD1) SN		Serum or clotted blood (RTT, RGTT)			
1-5 samples, each	\$ 6.00				
6 or more samples, each	\$ 5.50				
Bovine Viral Diarrhea 2 (BVD2) SN		Serum or clotted blood (RTT, RGTT)			
1-5 samples, each	\$ 6.00				
6 or more samples, each	\$ 5.50				
Brucella ovis (B. ovis) ELISA		Serum or clotted blood (RTT, RGTT)			
1-10 samples, each	\$ 7.50				
11 or more samples, each	\$ 4.00				
Canine Distemper Virus (CDV) SN	\$ 12.00	Serum or clotted blood (RTT, RGTT)			
Caprine Arthritis Encephalitis/Ovine Progressive Pneumonia (CAE/OPP) cELISA	\$ 6.00	Serum or clotted blood (RTT, RGTT)	Caprine Arthritis Encephalitis/Ovine Progressive Pneumonia are caused by Small Ruminant Lentivirus (SRLV)		
Epizootic Hemorrhagic Disease (EHD) AGID		Serum or clotted blood (RTT, RGTT)			
1-5 samples, each	\$ 6.50				
6 or more samples, each	\$ 5.50				
Equine Herpes Virus 1(EHV1) SN	\$ 12.00	Serum or clotted blood (RTT, RGTT)			
Equine Viral Arteritis (EVA) SN	\$ 14.00	Serum or clotted blood (RTT, RGTT)			
Feline Immunodeficiency Virus/Feline Leukemia (FIV/FelV) Snap	\$ 25.00	Serum or clotted blood (RTT, RGTT)			
Infectious Bovine Rhinotracheitis (IBR, BHV-1) SN		Serum or clotted blood (RTT, RGTT)			
1-5 samples, each	\$ 7.00				
6 or more samples, each	\$ 5.50				
Leptospirosis, 5 species MAT		Serum or clotted blood (RTT, RGTT)	Tests for antibodies to the following serovars: <i>L. canicola</i> , <i>L. grippotyphosa</i> , <i>L. hardjo</i> , <i>L. icterohemorrhagiae</i> , <i>L. pomona</i>		
1-5 samples, each	\$ 10.00				
6 or more samples, each	\$ 8.00				
Mycobacterium paratuberculosis (Johne's Disease) ELISA		Serum or clotted blood (RTT, RGTT)			
1-10 samples, each	\$ 8.50				
11 or more samples, each	\$ 7.00				

Serology		Diagnostic: (307) 766-9950 Regulatory: (307) 766-9924		
Test	Price	Specimen	Comments	
Diagnostic Serology Parainfluenza-3 (PI3)SN		Serum or clotted blood (RTT, RGTT)		
1-5 samples, each	\$ 7.00			
6 or more samples, each	\$ 5.50			
Vesicular Stomatitis (VS)-Complement Fixation	\$ 27.00	Serum or clotted blood (RTT, RGTT)		
West Nile Virus (WNV) IgM ELISA , horses only	\$ 18.00	Serum or clotted blood (RTT, RGTT)		
Regulatory Serology Anaplasmosis ELISA	\$ 8.00	Serum or clotted blood (RTT, RGTT)		
Bluetongue ELISA	\$ 7.00	Serum or clotted blood (RTT, RGTT)		
Bovine Leukosis (BLV) ELISA	\$ 7.00	Serum or clotted blood (RTT, RGTT)		
Brucella abortus - Designated Suveillance Area (DSA)	NO CHARGE	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form. Please note "From DSA" on accession	
Brucella abortus - BAPA	\$ 4.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form	
Brucella abortus - CARD	\$ 4.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form	
Brucella abortus - CARD 3%	\$ 4.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form	
Brucella abortus - FPA	\$ 5.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form	
Brucella abortus - RAP	\$ 4.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form	
Brucella abortus - Rivanol	\$ 4.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form	
Brucella abortus - SPT	\$ 4.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal brucellosis form	
Brucella canis - IFA	\$ 17.00	Serum or clotted blood (RTT, RGTT)		
Brucella canis - CARD	\$ 15.00	Serum or clotted blood (RTT, RGTT)		
Equine Infectious Anemia (Coggins) ELISA		Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal EIA form or through VSPS or Global Vet Link.	
1-9 samples from the same owner	\$ 10.00		Price is for each sample, submitted on the same day from the same owner.	
10 or more samples from the same owner	\$ 9.00			
Equine Infectious Anemia (Coggins) AGID, EXPORT ONLY	\$ 10.00	Serum or clotted blood (RTT, RGTT)	Must be submitted on a federal EIA form or through VSPS or Global Vet Link.	

Pathology

307-766-9920

Test	Price	Specimen	Comments
Necropsy Necropsy Maximum Fee	\$ 150.00	Carcass or live animal	Maximum fee \$150. This fee cap includes one animal and all tests except referred tests, tests assessed an hourly fee, and euthanasia fees. NOTE: This fee cap NOT applicable to necropsies "in a jar", forensic or cosmetic necropsies. All necropsies include carcass incineration.
Each additional animal on related accession	\$ 60.00	Carcass or live animal	
Necropsy, Standard	\$ 40.00	Carcass or live animal	Does not include food animal fetuses and horses (see below)
Necropsy - Equine >500 lb	\$ 80.00	Carcass or live animal	
Necropsy, Equine < 500 lb	\$ 50.00	Carcass or live animal	
Necropsy, Food Animal Fetus	\$ 35.00	Carcass	
Necropsy - Legal/Insurance/Forensic	\$ 150/hour	Carcass or live animal	Not included in fee cap.
Necropsy, Spinal Cord Removal	\$ 75.00	Carcass	
Necropsy - Cosmetic	\$ 100.00	Carcass or live animal	Small animal only; brain not examined. Not included in fee cap.
Necropsy Tissues		Tissue	Maximum charge, \$80.00
1-10 slides	\$ 40.00		
additional slides, each	\$ 3.00		
Euthanasia, > 500 lb	\$ 60.00	Live animal	ONLY for animals submitted for necropsy; we do not euthanize animals for cremation or other purposes.
Euthanasia, 1-499 lb	\$ 30.00	Live animal	
Euthanasia, Birds/rodents/bats	\$ 5.00	Live animal	
Cremation Cremation/incineration, food animal <500 lb	\$ 100.00	Carcass	No ashes returned on any animal.
Cremation/incineration, food animal >500 lb	\$ 250.00	Carcass	
Cremation/incineration, horse <500 lb	\$ 250.00	Carcass	
Cremation/incineration, horse >500 lb	\$ 500.00	Carcass	
Cremation/incineration, small animal	\$ 25.00	Carcass	
Histology Surgical biopsies		Formalin fixed tissue	Maximum fee for routine H&E biopsy examination is \$60 for an individual animal. This does not include any special stains,
1-3 slides	\$ 35.00		
additional slides, each	\$ 3.00		
Additional associated surgical biopsy	\$ 5.00	Formalin fixed tissue	Biopsies from the same animal.
Cytology	\$ 35.00	Aspirate, fluid, slide, touch prep	
1-3 slides	\$ 35.00		
additional slides, each	\$ 3.00		
Decalcification	\$ 5.00		
Duplicate Slides	\$ 7.50		
Immunohistochemistry	\$ 30.00		
Special Stains	\$ 8.00		
Bovine Viral Diarrhea Virus (BVDV) ear notch	\$ 26.00		
IHC, per 6 samples			

Parasitology 307-766-9958

Test	Price	Specimen	Comments
Fecal Baermann test	\$ 6.00	Feces	
Cryptosporidium	\$ 8.00	Feces	
Fecal direct exam	\$ 8.00	Feces	
Fecal Float - Eggs & Oocysts per gram	\$ 10.00	Feces	
Fecal occult blood	\$ 6.00	Feces	
Fluke examination	\$ 6.00	Feces	
Giardia-ELISA	\$ 30.00	Feces	
Trichomonas Trichomonas culture		Smegma, preputial wash	To be considered an "Official Trichomoniasis Test" in Wyoming means either Culture or PCR tests, conducted on a properly collected and cultivated or processed sample to detect the presence of the organism <i>Tritrichomonas foetus</i> and submitted and properly recorded on an official Trichomoniasis test record provided by the WLSB.
1 - 2 samples, each	\$ 8.00		
3 or more samples, each	\$ 6.00		
Trichomonas PCR		Smegma, preputial wash	To be considered an "Official Trichomoniasis Test" in Wyoming means either Culture or PCR tests, conducted on a properly collected and cultivated or processed sample to detect the presence of the organism <i>Tritrichomonas foetus</i> and submitted and properly recorded on an official Trichomoniasis test record provided by the WLSB.
1 - 9 samples, each	\$ 30.00		
10 or more samples, each	\$ 25.00		
Parasite Identification Ectoparasite (mite) exam	\$ 10.00	Hair, skin or skin scraping	
Ectoparasite ID	\$ 10.00	Ectoparasite in vial or bag	
Parasite ID	\$ 10.00	Endoparasite in vial or bag	
Other Equine Protozoal Myeloencephalitis (EPM)	REFERRED	Serum or cerebrospinal fluid	
Heartworm-ELISA	\$ 12.00	Whole blood or clotted blood/serum	
Neospora-ELISA	\$ 8.00	Serum	
Toxoplasma Titer	\$ 13.00	Serum	

Public Health Services 307-766-9925

Test	Price	Specimen	Comments
Rabies	No charge	Whole brain	Note: Samples should be submitted to the state of origin for the sample for rabies testing
CWD ELISA	\$ 30.00	Obex, lymph node, tonsil	
Plague FA	\$ 12.00	Tissue or aspirate	spleen, liver, lung, or lymph node aspirate
Tularemia FA	\$ 12.00	Tissue or aspirate	spleen, liver, lung, or lymph node aspirate
Tularemia serology	\$ 6.00	Serum	

Toxicology			307-766-9963	
				Comments
Anticoagulant screen	\$	70.00	Blood, liver	
Cholinesterase	\$	30.00	Brain, blood	
Convulsants	\$	70.00	ingesta, urine, bait	Includes strychnine, methamphetamine, amphetamine, benzphetamine, phenylpropranolamine
Ethylene glycol Quantitative	\$	60.00	urine, tissue, bait, ingesta	
Forensic Toxicology Workup	\$	150/hour	ingesta, urine, bait	
Ionophore screen	\$	75.00	Feed, ingesta	
Lead, single element	\$	30.00	Blood, liver, kidney, feed	
Nitrate, aqueous humor, semi-quantitative	\$	12.00	Aqueous humor	
Organophosphates-carbamate insecticide screen	\$	85.00	ingesta, bait	
Paraquat	\$	85.00	Tissue, urine	
Petroleum hydrocarbons	\$	100.00	Stomach, rumen contents	
pH	\$	8.00	Stomach, rumen contents (must be fresh)	
Plant Alkaloid Screen (Conium, Larkspur (Delphinium) alkaloids)	\$	70.00	Rumen contents	
Salt screen (Sodium, Potassium, Calcium, Magnesium)	\$	40.00	Water, feedstuffs	
Selenium				
	tissue	\$ 30.00	Blood, liver	
	hair	\$ 60.00	Tail or mane, bundle -1 cm dia.	Determines exposure retrospectively
Sodium single element	\$	30.00	Brain	
Sulfate, semi-quantitative	\$	8.00	Water	
Toxic Element Screen (Arsenic, Barium, Cadmium, Cobalt, Chromium, Copper, Iron, Mercury, Manganese, Molybdenum, Nickel, Lead, Selenium, Titanium, Vanadium, Zinc)			Liver, kidney, environmental	Single element testing available, please call
	1-5	\$ 75.00		
	>5	\$ 50.00		
Trace element screen (Copper, Chromium, Iron, Molybdenum, Manganese, Zinc), serum			Serum	Single element testing available, please call
	1-5	\$ 30.00		
	>5	\$ 20.00		
Trace element screen (Copper, Chromium, Iron, Molybdenum, Manganese, Zinc), tissue, feed, environmental			Liver, feed, environmental	Single element testing available, please call
	1-5	\$ 45.00		
	>5	\$ 30.00		

Toxicology, continued

307-766-9963

Comments

Vitamin A (measured as retinol), liver			Liver
	1-5	\$ 30.00	
	>5	\$ 20.00	
Vitamin A (measured as retinol), serum			Serum
	1-5	\$ 25.00	
	>5	\$ 16.00	
Vitamin E (measured as α tocopherol), liver			Liver
	1-5	\$ 30.00	
	>5	\$ 20.00	
Vitamin E (measured as α tocopherol), serum			Serum
	1-5	\$ 25.00	
	>5	\$ 16.00	
Vitamin A and E, liver			Liver
	1-5	\$ 40.00	
	>5	\$ 24.00	
Vitamin A and E, serum			Serum
	1-5	\$ 35.00	
	>5	\$ 22.00	
Cyanide			
	forage	\$ 30.00	forage
	tissue	\$ 60.00	tissue
Zinc phosphide (ZnP3), semi quant		\$ 60.00	ingesta, bait

Virology

307-766-9933

Test	Price	Specimen	Comments
Isolation Virus Isolation - companion animal	\$ 35.00	Fresh tissue, swabs	
Virus Isolation - food animal	\$ 30.00	Fresh tissue, swabs	
Chlamydomphila isolation, includes FA exam on cultures	\$ 40.00	Placenta, cloacal swab, conjunctival swab, lung, liver, spleen	
ELISA Bovine Viral Diarrhea Virus (BVDV)-ELISA	\$ 5.00	Ear notch, serum	
FA FA Examination	\$ 12.00	Fresh tissue	
PCR Avian influenza A PCR, H5	\$ 35.00	Cloacal, tracheal or oropharyngeal swab (waterfowl - cloacal swab only); spleen; lung; intestine; brain	
Avian influenza A PCR, H7	\$ 35.00	Cloacal, tracheal or oropharyngeal swab (waterfowl - cloacal swab only); spleen; lung; intestine; brain	
Avian influenza A Matrix PCR	\$ 40.00	Cloacal, tracheal or oropharyngeal swab (waterfowl - cloacal swab only); spleen; lung; intestine; brain	
Avian paramyxovirus-1 PCR	\$ 40.00	Cloacal or TR/OP swab, spleen, lung, brain, intestine	Exotic Newcastle Disease
Bovine herpesvirus-1 PCR (BHV-1, IBR)	\$ 35.00	Nasal swab, lung	
Bovine Abortion Panel PCR (BHV-1, BVDV)	\$ 50.00	Nasal swab, liver, lung, placenta, spleen	
Bovine Respiratory Panel PCR	\$ 55.00	Nasal swab, lung	
BRSV PCR	\$ 35.00	Lung	
Bovine Viral Diarrhea Virus (BVDV) PCR, no typing	\$ 35.00	Whole blood, kidney, spleen, lymph node, lung, thymus, brain, lung, spleen, mesenteric lymph node	
Bovine Viral Diarrhea Virus (BVDV) PCR, with typing: 1a, 1b, 2	\$ 55.00	Whole blood, kidney, spleen, lymph node, lung, thymus, brain, lung, spleen, mesenteric lymph node	
Canine Adenovirus 1,2 PCR	\$ 35.00		
Canine Herpesvirus PCR	\$ 35.00	Affected tissue (lung, liver, kidney, spleen)	
Canine-Feline Parvovirus PCR	\$ 35.00	Small intestine, spleen	
Canine Distemper Virus (CDV) PCR	\$ 35.00	Conjunctival swab, purple top tube for latent phase of infection, lung, spleen, brain, bladder	
Chlamydomphila PCR	\$ 35.00	placenta, 3rd eyelid, nasal mucosa, lung, liver, spleen	
Coronavirus/Rotavirus Multiplex PCR	\$ 50.00	Feces	

Virology, continued

307-766-9933

Test	Price	Specimen	Comments
Degenerate Herpesvirus PCR	\$ 35.00	Affected tissue, lung, liver, kidney, spleen	May be useful for herpesviruses in wildlife and less common species
EHV-1 Neuropathogenic PCR	\$ 50.00	Nasal swab, purple top tube	May be useful in distinguishing between viral genotypes more likely to cause myeloencephalopathy or rhinopneumonitis and abortion.
EHV-1 PCR	\$ 35.00	Nasal swab, liver, lung, placenta, spleen, EDTA blood	
EHV-1,4 PCR	\$ 50.00	Nasal swab, liver, lung, placenta, spleen, EDTA blood	
EHV-4 PCR	\$ 35.00	Nasal swab, liver, lung, placenta, spleen	
Feline Calicivirus PCR	\$ 35.00	Lung, liver, spleen, kidney, pancreas, swab, epithelium	
Feline Herpesvirus PCR	\$ 35.00	Cunjunctival swab, lung, liver, spleen, kidney	
Feline Leukemia virus (FeLV) PCR	\$ 35.00		
Hemorrhagic Disease Panel	\$ 55.00	lung, spleen, liver, lymph node, EDTA blood	
Influenza A PCR	\$ 35.00	Nasal or oropharyngeal swab	Equine, canine, porcine
Ovine Herpesvirus-2 PCR (Malignant Catarrhal Fever, MCF)	\$ 35.00	Purple top tube (live animal), liver, kidney, lung, spleen tonsil, lymph node, brain, 3rd eyelid	domestic malignant catarrhal fever (MCF)
Parainfluenza-3 virus PCR	\$ 35.00	Lung, trachea, nasal swab	
Swine Influenza Virus Matrix PCR	\$ 40.00	Lung, tonsil, nasal swab	
Swine Influenza Virus N1 PCR	\$ 40.00	Lung, tonsil, nasal swab	
vNewcastle Disease Virus PCR	\$ 40.00	Cloacal, TR/OP, or nasal swab; spleen; lung; intestine (ducks - cloacal swab only)	
Vesicular Stomatitis Virus	\$ 35.00	Swab, tissue	Equine only
West Nile Virus PCR	\$ 35.00	CSF, brain	
Electron Microscopy Negative Contrast EM	\$ 30.00	feces, small/large intestine, spiral colon, or skin.	Other tissues can also be processed and viewed by EM. However, virology may have more sensitive tests.
Negative Contrast EM with grid	\$ 35.00	300 - 400 mesh formvar/carbon coated copper grids in duplicate	

Supplies

Abortion/fetal necropsy kit	\$	10.00
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Diamond's Media (for Trichomonas testing)

250mL bottle	\$	3.85
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500mL bottle	\$	7.70
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750mL bottle	\$	11.55
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1000mL (1L) bottle	\$	15.40
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Tubes, each	\$	0.25
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BVDV ELISA Tubes with PBS, each	\$	0.35
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