



Fee Book Review for FY 2021

The University of Wyoming *Fee Book* is being prepared for review and revision for FY 2021. Please review the current *Fee Book* to determine whether changes are needed in the fees and charges being assessed or narratives need to be revised. If new fees and charges are being proposed, please provide a detailed description and rationale for the request together with supporting documentation showing the cost and revenue projections and assumptions used to make those estimates.

When published, the *Fee Book* is the official policy of the Board of Trustees. It is essential that the information contained in the *Fee Book* is accurate as billing, collection, and refund activity for FY 2021 is based on this publication. No fees, charges, deposits, or refunds will be allowed unless they are included in the *Fee Book*. To be considered for the *Fee Book*, all Vice President approved forms must be received by the Central Fee Committee no later than noon on October 29, 2019. Please email the forms to feebook@uwyo.edu. Each request must be signed by the Vice President of the particular division.

All requests for changes to existing fees must:

1. Be complete and submitted on the form provided; and
2. Include the signature, either electronic or hard copy of the appropriate Vice President or Athletic Director.

The following costs adjustments should be considered as appropriate:

1. Utility adjustments
2. At this time, no additional salary increases are planned
3. Non-federal fringe rates should be based on an estimated 51% for staff, and 41% for faculty

The Central Fee Committee for FY 2021 will be comprised of the following individuals or their designee:

- Associate Vice President for Financial Affairs (voting)

- Vice President for Student Affairs (voting)
- General Counsel (voting)
- Chief Information Officer and Vice President for Information Technology (voting)
- Associate Vice President for Enrollment Management (voting)
- Associate Vice President for Graduate Education (voting)
- Director of Budget & Institutional Planning (voting)
- ASUW Vice President (voting)*
- STUDENT at large (voting)*
- Associate Director, Financial Services (Administrator, non-voting)

The Associated Students of the University of Wyoming Student Government (ASUW) has a vested interest in the student fees, and will be conducting student fee hearings for all mandatory student fees, program fees, and student success priorities.

Additionally, the Central Fee Committee will be sending out the FY 2022 memo in early March 2020, to run parallel with the FY 2022 tuition recommendations.

FY 2021 & FY 2022 Proposal Submissions and Review Calendar	
Date	Objective
October 29, 2019	Deadline for submission of completed and Vice President approved, forms to the Central Fee Committee
October 29 – November 15, 2019	During the following weeks, Central Fee Committee shall meet to deliberate in order to formulate recommendations; parallel to this process, the ASUW Mandatory Student Fee and Tuition Allocation Review Committee and the ASUW Programmatic Fee Review Committee shall meet to have hearings from fee units and create recommendations.
December 3, 2019	ASUW Resolution on Mandatory Student Fees for FY21
December 13, 2019	Central Fee Committee to make FY21 recommendations to UW President
Tentative – January 6-8, 2020	UW President makes FY21 Fee Book recommendations to the Board of Trustees' Budget Committee Meeting
January 27 – 29, 2020	Proposed FY21 Fee Book presented to the full Board of Trustees
Tentative – March 15, 2020	Central Fee Book Committee call for FY 2022 fee proposals.

* At least one of the student representatives will be an in-state student

Should you have any questions, please contact the Central Fee Committee at: feebok@uwyo.edu

Contact Information

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