New/Change Fee Request Form

UNC UNIVERSITY OF NORTHERN COLORADO

Reset Form | Print Form

Form updated 12.05.17

Date _____ **FOAP** _____

College _____ **Responsible Person** _____

Program Area _____

COURSE INFORMATION

Title _____

Prefix _____ **Number** _____ **Credit Hrs** _____ **Section Number(s)** _____

Estimate enrollment per term _____ **Fee Category** _____

Is fee refundable? For example, is it subject to the percentage charged if the student withdraws? _____

Is the fee waivable for students only taking online courses? _____

Type of Request:

New _____ **Change to Existing Fee** _____

Current Fee:

Fee Amt $ _____ **By Course:** _____

Proposed Fee:

Fee Amt $ _____ **By Course:** _____

Effective Date of Change (Term) _____ **Year** _____

Justification: ***(explain the "why" of the request and how revenue will be spent -- need to be specific***

_____

Signatures: ***R = Recommend; N = Not Recommend; A = Approve; D = Deny***

_____ _____ _____
Dean

_____ _____ _____
Director

_____ _____ _____
Provost