

BOARD POLICY ON TUITION AND OTHER FEES

Approval Authority	Board of Governors
Primary Contact	President
Related Policies / Legislation	Board policy direction Financial Management (BPD-205) Board Policy on Budget Process and Approval (BRP205.05) <i>University Act, s. 27 (2) (m), (n), (n.1)</i>

PHILOSOPHY

The British Columbia *University Act*, section 27 (2) (m), (n), (n.1), empowers the Board of Governors “to set, determine and collect the fees” for university activities. The Board has responsibility for ensuring that the setting, collecting, and administering of tuition and other student fees (other than fees set by and remitted to the Student Union Society) are consistent with the university’s mission, vision and values, and integrated strategic plan and related plans, as well as in compliance with legislation and direction.

The following principles are used:

- Recognition that students benefit in academic and non-academic ways from their education at UFV, and therefore pay a portion of the costs to support instruction and student-related programs, services, and infrastructure.
- The need to ensure that UFV has sufficient revenue to support quality programs and services.
- When implementing changes to fees, UFV considers impact on students as part of the decision-making process.

POLICY

1. Fees for courses and programs that are not supported by government funding are set at least at a minimum level necessary to recover full costs and may also generate additional revenue to support the university. Exceptions to this expectation are addressed in appropriate UFV policies or procedures.
2. The review and setting of all fees (other than student fees set by and remitted to the Student Union Society, CIVL and Cascade) are governed, in part, by the Board Policy on Budget Process and Approval (BRP205.05). Tuition and other mandatory fees are approved by the Board as part of the budget process.
3. While the Board retains the right to review and approve all fees, it delegates the following to the President or designate(s):
 - a. Setting the amount of incidental fees in categories previously approved by the Board.
 - b. Administration of tuition and fee payments, including development of a policy to address the setting of all fees, payment of tuition and fees, late penalties, refund of fees, exemptions, waiving and communication about fee information, as well as other related administrative issues that may arise.
 - c. The collection of Student Union Society, CIVL and Cascade fees and remittance of these fees in accordance with the relevant provisions of the University Act.

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4. Administration reports at least annually on fee related issues delegated by the Board.