

FERRIS STATE UNIVERSITY

Preliminary Fiscal 2018-19 General Fund Operating Budget Recommendation

April 2018



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Ferris State University
Preliminary Fiscal 2018-19 General Fund
Operating Budget Recommendation

April 2018

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Ferris State University
Fiscal 2018-19 Preliminary General Fund Operating Budget
Recommendation

April, 2018

The preliminary 2018-19 general fund operating budget establishes baseline revenues and expenses effective July 1, 2018. It includes tuition rate recommendations effective fall semester. A final budget will be presented for Board consideration in the fall when actual enrollment and state funding levels are known. Assumptions within this preliminary budget include final state budget, enrollment and collective bargaining decisions different from initially assumed.

Enrollment

The major driver for the University budget is student enrollment. National and State trends toward declining enrollment have impacted Ferris State University as has been experienced at community colleges and other Michigan public universities. Over the past five years, 15 percent fewer students graduated from Michigan high schools. This has resulted in 48,000 fewer enrollments in Michigan universities and community colleges.

In FY 2018, student credit hours were 3.3 percent less than for FY 2017, which followed a 3.9 percent decline from FY 2016 to FY 2017. Western Interstate Commission on Higher Education (WICHE) statistics suggest that maintaining enrollment will be an ongoing challenge for all Michigan universities. WICHE projects that between 2016 and 2021 the number of Michigan high school graduates will decline by over 6,700 students, or 6.4 percent.

Enrollment Services formulated enrollment projections for fall 2018 by examining trends in student input streams (new freshmen, transfer, graduate students) and student output streams (graduates, drop-outs, stop-outs, and transfer outs). Total predicted enrollment is the result of the sum of both new and continuing students. To accurately estimate the number of new students, application, admit, and yield data from three previous cycles were included in developing the targets. Retention and graduation data from the same period were used to estimate the continuing student totals.

This analysis resulted in a projected 3.7 percent enrollment decline for the Big Rapids/Regional campuses; Kendall is projecting a 4.7 percent student credit hour decline. The combined impact of these adjustments results in an overall 4.0 percent estimated decline which has been used for this preliminary budget.

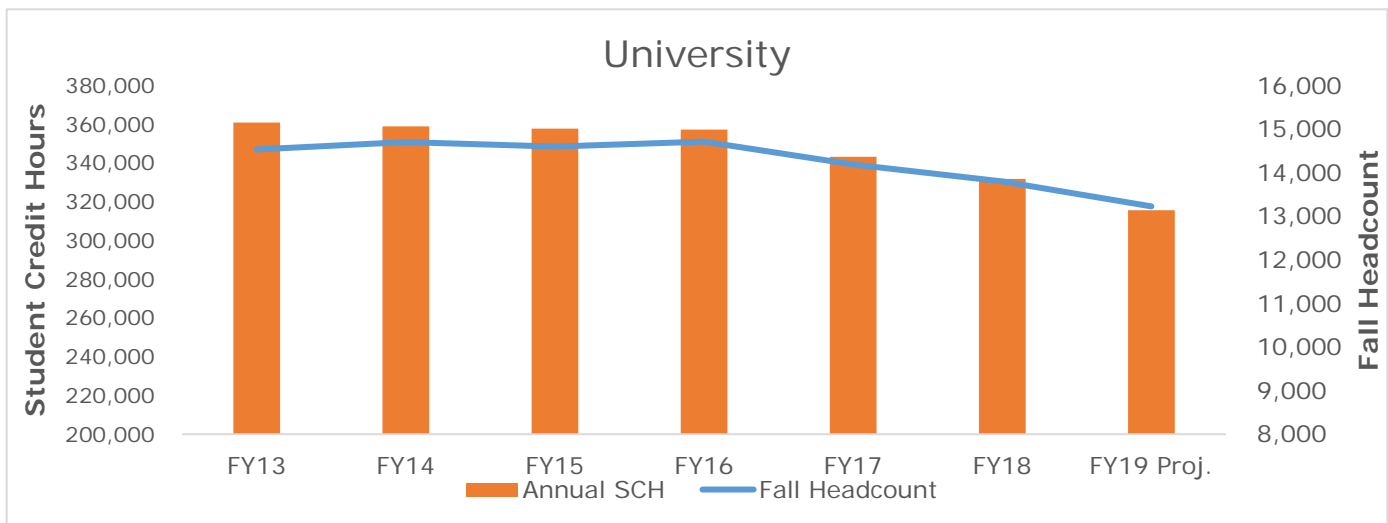
Consistent with the WICHE projections, university planning assumes similar 3 to 4 percent enrollment declines in each of the following three years as well. Long-term

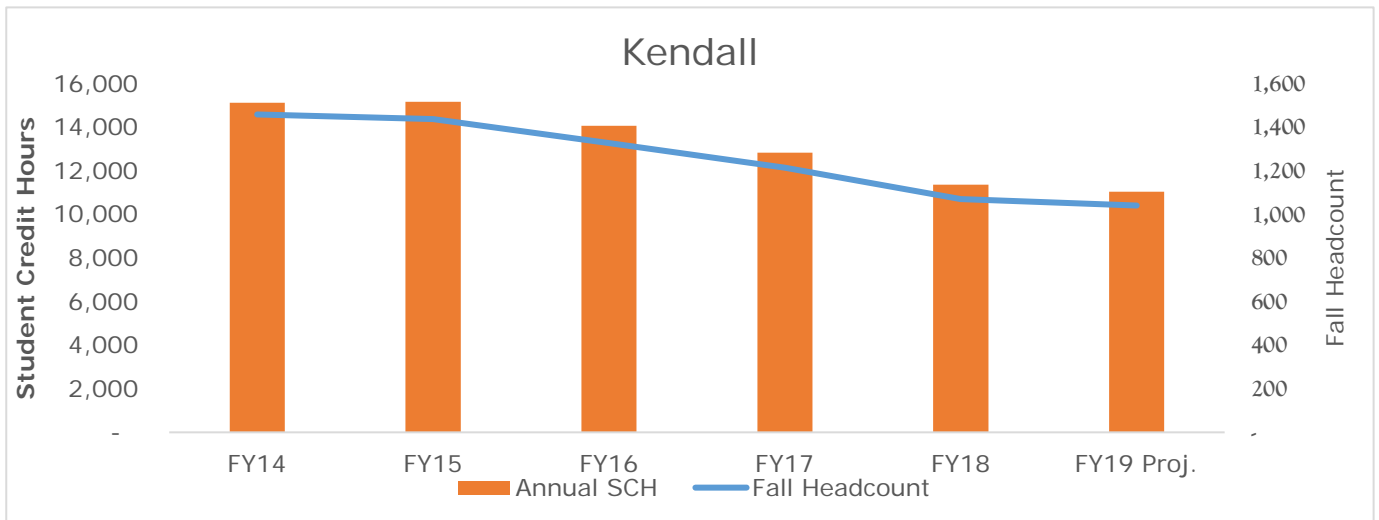
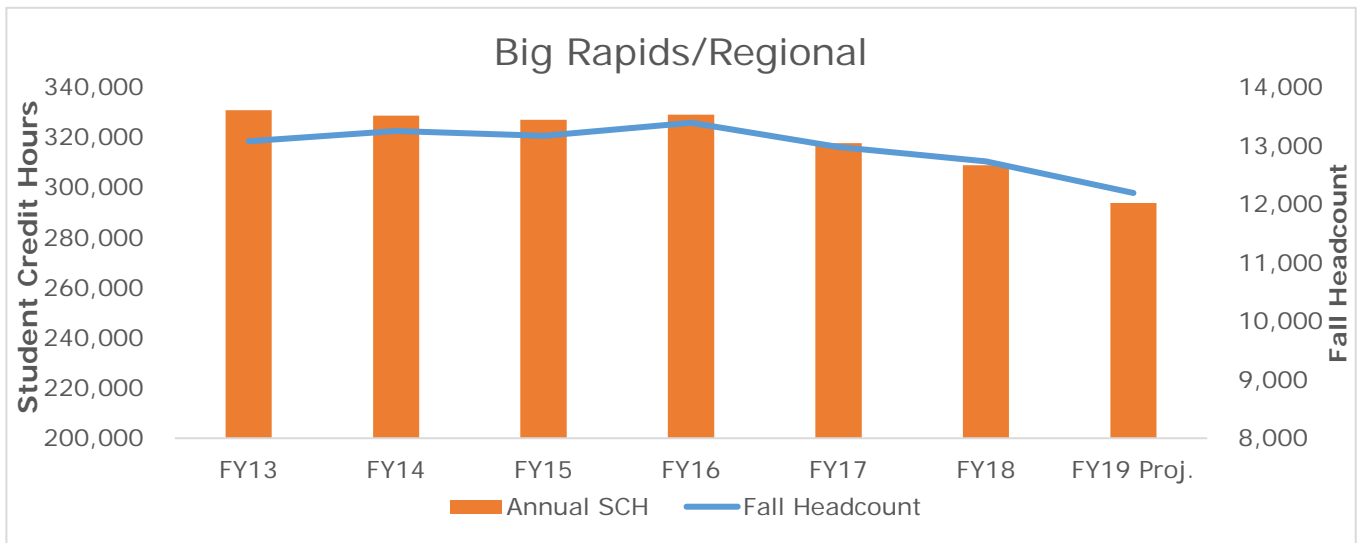
strategies and short-term tactics are being implemented to address this ongoing challenge.

Following is a five-year history of actual and FY19 projected fall headcount and annual student credit hours.

Headcount and Annual Student Credit Hours

Year	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19 Proj.
Fall Headcount	14,600	14,715	14,187	13,798	13,229
Annual SCH	357,829	357,471	343,289	331,857	315,648





Enrollment Adjustments

As is University practice, when enrollment declines the budget is reduced to offset the revenue decline. Based upon these enrollment projections, the University has effected over \$7 million of budget reductions for FY19. The University is planning up to \$20 million of total budget reductions between FY 2019 and FY 2022 predicated upon annual fall enrollment declines of 3 to 4 percent per year following the WICHE projections.

Early Retirement Incentive

To aid in the budget reduction effort for FY19, in February the Board of Trustees approved an early retirement incentive for eligible employees. The program resulted in 80 requests of which 50 have been approved across the University.

Fund Area	Applicants	Approved
General Fund	59	38
Non-General	21	12
Total Funds	80	50

Of the 38 approved general fund incentive positions, 25.5 are included as base reductions for FY19 with compensation savings of \$2.3 million. The remaining positions will be held to respond to FY20 fiscal reduction planning.

Employees have until June 13 to finalize acceptance of the retirement incentive. Should any employee not accept the incentive, vice presidents will adjust their reduction plan accordingly. Any such adjustments will be reflected in the final budget recommendation this fall.

FY 2019 Budget Reduction Summary

In addition to positions eliminated through the early retirement incentive, an additional 24 positions are eliminated through the course of normal attrition. The expense section of this preliminary budget reflects FY19 general fund budget reductions totaling \$7.3 million.

	Amount
Compensation (49.5 Continuing Positions)	(\$5.35M)
Scholarship	(\$.61M)
Operating Support	<u>(\$1.33M)</u>
Total Reductions	(\$7.29M)

General Fund Revenues

State Appropriations

The executive budget recommendation for fiscal year 2018-19 includes an overall 2 percent funding increase for Michigan public university operations - an increase of \$29.8 million. One-half of the increase would be distributed to institutions proportional to their FY 2011 operations (prior to the 15 percent appropriation reduction for FY 2012) and half distributed based on the State performance funding model. The executive recommendation for Ferris was a 2.6 percent increase.

The House and Senate higher education appropriation recommendations were released the week of April 9. The Senate recommended an overall increase of 3

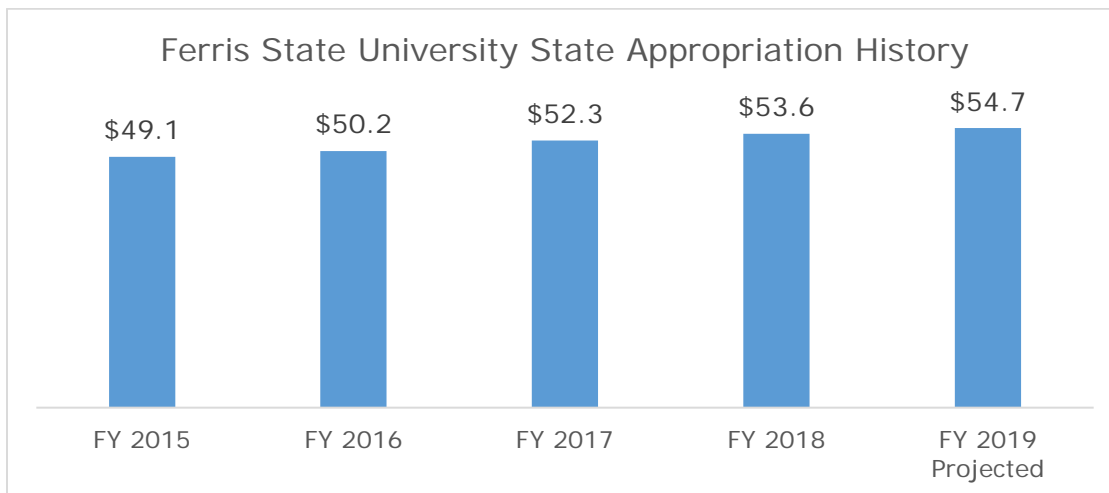
percent, and the House of only 1 percent. The larger Senate recommendation earmarked a 1 percent increase for sexual assault and public safety initiatives. Both the Senate and House recommendations require a significant number of sexual assault and campus safety reporting requirements. Current appropriation increase recommendations for Ferris are:

Executive \$54,975,900 2.6 Percent
 Senate \$55,439,600 3.4 Percent (2.4% if 1.0% is earmarked)
 House \$54,273,100 1.3 Percent

Historically the executive budget recommendation is reduced through the course of legislative deliberations. For FY18 the executive recommendation for Ferris was reduced from 3.2 percent to a final 2.6 percent. For FY19 it is unclear how much of any appropriation increase may be earmarked by the legislature as to its use. Based upon this history and uncertainty, this preliminary operating budget recommendation projects a 2.0 percent funding increase - \$1,072,524 – for a total of \$54,698,733.

State Appropriations

	FY 2018	FY 2019	Change
Ferris State University	\$53.6M	\$54.7M	\$1.1M



Tuition and Fees

The 2018-19 tuition rate recommendations are formulated to support fixed cost increases (primarily compensation and scholarships) of \$6 million. An average resident, undergraduate tuition increase of 3.76 percent (3.69 percent lower division, 3.82 percent upper division) is recommended to support these fixed costs. These rates are below the State’s 3.8 percent tuition restraint cap. The detailed rates schedule follows. There are three changes of note in this year’s tuition rate recommendations.

First, it is recommended that beginning fall of 2018 resident tuition rates be assessed to all U. S. non-resident and Canadian students. Ferris currently provides a tuition discount to U. S. non-resident and Canadian students which awards the difference between in-state and non-resident tuition. Students are assessed non-resident tuition rates and then receive the discount to bring their cost to in-state rates. This practice of assessing the higher rate and then discounting is confusing to students and families and is challenging to market and administer from both billing and financial aid processing perspectives. The change will have no net impact on tuition revenue. Assessing non-resident and Canadian students the same rates as Michigan resident students will make the marketing and processing more efficient and may result in increased non-resident enrollments through clearer marketing efforts. This recommendation would extend to both undergraduate and graduate students. Doctoral and new First Professional students are already assessed one rate for both resident and non-resident students. If approved as recommended, the University would have one set of rates that would be assessed to all U. S. and Canadian students and a second set of rates applied to international students.

The second change relates to the Doctor of Pharmacy tuition adjustment. Two years ago a four-year plan to address accreditation mandates was developed and implemented to bring the Pharmacy student-to-faculty ratio to 10 to 1 as required for continued accreditation. This was accomplished through a combination of reduced enrollment and additional faculty positions. The funding for these adjustments comes from increased Pharmacy tuition. We are at the midpoint of implementing these changes. The fall 2018 adjustment will require an increase of \$35 per credit (\$18 for reduced enrollment and \$17 for two additional faculty positions) to be assessed prior to the recommended inflationary adjustment. The accreditation funding plan will be completed in FY2020 for the final enrollment adjustment and the last two faculty positions. The \$35 increase for Pharmacy equates to a 5.05 percent increase. The overall increase, including inflation is an 8.95 percent increase.

The third change is to adjust graduate tuition rates to better align those tuition rates with the cost of graduate instruction at Big Rapids and regional sites. At Ferris, graduate instruction costs on average are 40 percent higher than for undergraduate instruction. Ferris' graduate tuition is low in comparison to other Michigan universities, ranking 13th of the 15 public institutions. It is expected that Ferris' graduate rates will remain very competitive as a result of this change.

Fiscal 2018-19 tuition rate recommendations are detailed in the following chart.

Ferris State University – FY 2018-19 Tuition Rates

Category	Current FY 2018		Proposed FY 2019		Change Amount			Percent	
	Lower	Upper	Lower	Upper	Lower	Upper	Lower	Upper	Average
Undergraduate									
Resident	\$406	\$419	\$421	\$435	\$15	\$16	3.69%	3.82%	3.76%
U.S. Non-Resident	\$609	\$629	\$421	\$435					
International	\$656	\$674	\$680	\$700	\$24	\$26	3.66%	3.86%	3.76%
Graduate									
Resident		\$564		\$610		\$46		8.16%	
U.S. Non-Resident		\$846		\$610					
International		\$846		\$915		\$69		8.16%	
Doctoral									
		\$663		\$690		\$27		4.07%	
First Professional									
Optometry									
Res. Continuing		\$682		\$708		\$26		3.81%	
Non-Res Cont.		\$1,023		\$1,062		\$39		3.81%	
New		\$711		\$738		\$27		3.80%	
Pharmacy									
Res. Continuing		\$693	Adjustment \$35	\$755		\$62		8.95%	
Non-Res Cont.		\$1,040	\$35	\$1,134		\$94		9.04%	
New		\$711	\$35	\$775		\$64		9.00%	
Kendall Studio									
Resident		\$875		\$901		\$26		2.97%	
U.S. Non-Resident		\$875		\$901		\$26		2.97%	
International		\$1,395		\$1,437		\$42		3.01%	
Kendall Non-Studio									
Resident	\$406	\$419	\$421	\$435	\$15	\$16	3.69%	3.82%	
U.S. Non-Resident	\$406	\$419	\$421	\$435	\$15	\$16	3.69%	3.82%	
International	\$656	\$674	\$680	\$700	\$24	\$26	3.66%	3.86%	
Kendall Graduate									
MFA/MArch/New		\$1,031		\$1,045		\$14		1.36%	
MBA		\$608		\$616		\$8		1.32%	
Dual Enrollment									
	\$255		\$265		\$10		3.92%		
Dual Kendall Studio Concurrent									
	\$271		\$281						
	\$127.5		\$133		\$6		4.31%		

Tuition and Fees Revenue

The proposed tuition rates applied to the projected enrollment will result in tuition revenue of \$152 million, a reduction of \$1.8 million from the approved FY 18 level.

Fees at Kendall are projected to decrease by \$81k resulting in projected student fee revenue of \$668k.

	Tuition/Fee Revenue
Big Rapids/Regional Tuition	\$135.4M
Kendall Tuition/Fees	<u>\$ 17.3M</u>
Total	\$152.7M

Other revenues are projected at \$3.2 million, a decrease of \$99k related to the discontinuation of the Federal Perkins Loan for which the University received processing reimbursement. That loan program is not currently offered.

Other Revenue	FY18	FY19 Projected	Change
Investment Income	\$1.2M	\$1.2M	\$0M
Department Activities	<u>\$2.1M</u>	<u>\$2.0M</u>	<u>(\$.1)M</u>
Total	\$3.3M	\$3.2M	(\$.1)M

FY 2019 General Fund Revenue Summary

General fund revenues are projected to decrease by \$891,689 (-.4%) primarily due to reduced enrollment. This will require further adjustment to the general fund expense budget.

Revenues	FY18	FY19 Projected	Change
Appropriation	\$53.6M	\$54.7M	\$1.1M
Tuition and Fees	\$154.5M	\$152.7M	(\$1.9)M
Other Revenue	<u>\$3.3M</u>	<u>\$3.2M</u>	<u>(\$.1)M</u>
Total	\$211.5M	\$210.6M	(\$.9)M

FY 2019 General Fund Expenses

Compensation Expense

Compensation comprises over 70 percent of general fund operating expenses. The majority of FY19 budget reductions are in positions, thus reducing compensation cost. The proposed compensation budget reflects \$5.3 million of compensation reductions, offsetting anticipated inflationary cost increases for salaries and benefits for FY19 resulting in a net decrease of \$142,347 (-.1%) in overall compensation.

Compensation	FY18	FY19 Projected	Change
Salaries	\$105.3M	\$105.6M	\$.3 M
Benefits	<u>\$44.4M</u>	<u>\$44.0M</u>	<u>(\$.4)M</u>
Total	\$149.7M	\$149.6M	(\$.1)M

Operating Expense

Operating expenses are projected to decrease by \$1.5 million (4.0 percent).

Operating Support	FY18	FY19 Projected	Change
Supply/Expense	\$25.9M	\$24.9M	(\$1.0)M
Utilities	\$4.4M	\$4.3M	(\$.1)M
Debt Service	\$6.6M	\$6.2M	(\$.4)M
Equipment	<u>\$.3M</u>	<u>\$.3M</u>	<u>0M</u>
Total	\$37.3M	\$35.8M	(\$1.5)M

Student Assistance

The proposed 2018-19 budget reflects a \$726,985 increase (3.0 percent) over the approved FY18 level.

Student Assistance	FY18	FY19 Projected	Change
Big Rapids	\$22.0M	\$22.9M	\$.8M
Kendall	<u>\$2.5M</u>	<u>\$2.4M</u>	<u>(\$.1)M</u>
Total	\$24.5M	\$25.3M	\$.7M

Budget Reductions

The above expense amounts reflect budget reductions of \$6.4 million for Big Rapids/Regional and \$.9 million at Kendall for a total of \$7.3 million.

FY 2019 General Fund Reduction Summary

Description	Positions	Amount
Administrative Compensation	20.5 FTE	\$1,876,717
Clerical Compensation	17.0 FTE	\$1,359,723
Faculty Compensation	9.0 FTE	\$1,206,332
Maintenance Compensation	3.0	\$247,663
Part-time Wage	FTE49.5	\$659,029
Operating Support	FTE	\$1,329,616
Student Assistance		<u>\$610,603</u>
Totals		\$7,289,683

Expense Summary

The preliminary budget projects FY 2018-19 general fund expenses of \$210.6 million after applying the \$7.3 million reduction; this is an overall decrease of \$891,689 (.4%) from the approved FY18 budget.

FY 2019 General Fund Expense Summary

Expense	FY18	FY19 Projected	Change
Compensation	\$149.7M	\$149.5M	(\$.1)M
Operating Support	\$37.2M	\$35.8M	(\$1.5)M
Student Assistance	<u>\$24.5M</u>	<u>\$25.3M</u>	<u>\$.7M</u>
Total	\$211.5M	\$210.6M	(\$.9)M

The recommended preliminary 2018-19 general fund operating budget is detailed in the following schedules. A comparison to the final FY 2018 approved budget reflecting spring reductions is provided in the first schedule.

Ferris State University
Preliminary FY 2018-19 General Fund Operating Budget

	FY18	FY19	Change from FY18	
	Approved	Preliminary	Amount	Percent
	Final			
Revenue				
State Appropriation	\$53,626,209	\$54,698,733	\$1,072,524	2.0%
Tuition	\$153,797,982	\$152,013,727	(\$1,784,255)	(1.2)%
Student Fees	\$749,479	\$668,262	(\$81,217)	(10.8)%
Investment Income	\$1,200,000	\$1,200,000	\$0	0.0%
Departmental Activities	\$2,118,414	\$2,019,673	(\$98,741)	(4.7)%
Total Revenue	\$211,492,084	\$210,600,395	(\$891,689)	(0.4)%
Expense				
Compensation				
Salaries	\$105,292,230	\$105,599,070	\$306,087	0.3%
Benefits	\$44,416,021	\$43,966,833	(\$448,435)	(1.0)%
Total Compensation	\$149,708,251	\$149,565,904	(\$142,347)	(0.1)%
Operating Support				
Supply and Expense	\$25,879,129	\$24,867,900	(\$1,011,229)	(3.9)%
Utilities	\$4,404,646	\$4,321,818	(\$82,828)	(1.9)%
Debt Service	\$6,613,161	\$6,230,891	(\$382,270)	(5.8)%
Equipment	\$341,110	\$341,110	\$0	0.0%
Total Operating Support	\$37,238,046	\$35,761,719	(\$1,476,327)	(4.0)%
Student Assistance	\$24,545,787	\$25,272,772	\$726,985	3.0%
Total Expense	\$211,492,084	\$210,600,395	(\$891,689)	(0.4)%

Ferris State University
Preliminary FY 2018-19 General Fund Operating Budget by Campus

	Big Rapids	Kendall	Total
Revenue			
State Appropriation	\$54,698,733		\$54,698,733
Tuition	\$135,393,716	\$16,620,011	\$152,013,727
Student Fees		\$668,262	\$668,262
Other Revenue			
Investment Income	\$1,200,000	\$0	\$1,200,000
Departmental Activities	\$1,939,465	\$80,208	\$2,019,673
Total Revenue	\$193,231,914	\$17,368,481	\$210,600,395
Expense			
Compensation			
Salaries	\$96,908,410	\$8,690,661	\$105,599,070
Benefits	\$41,053,393	\$2,913,440	\$43,966,833
Total Compensation	\$137,961,803	\$11,604,101	\$149,565,904
Operating Support			
Supply and Expense	\$23,741,106	\$1,126,794	\$24,867,900
Utilities	\$3,821,818	\$500,000	\$4,321,818
Debt Service	\$4,482,702	\$1,748,189	\$6,230,891
Equipment	\$341,110	\$0	\$341,110
Total Operating Support	\$32,386,736	\$3,374,983	\$35,761,719
Student Assistance	\$22,883,375	\$2,389,398	\$25,272,772
Total Expense	\$193,231,914	\$17,368,481	\$210,600,395

Routine Contract Approvals – 2018-2019

The recommended general fund operating budget supports a number of routine annual contract renewals.
No additional Board action is required for these items.

Recurring Contract	Current Provider	FY2017 Approved Amount	FY2017 Actual Spending	FY2018 Approved Amount	FY2019 Request Amount
General Fund Areas					
Advance Pharmacy Practice Exp	Several Vendors	\$461,300	\$328,620	\$427,700	\$429,929
Aircuity Controls Services*	Quality Air Inc.	—	—	\$30,000	\$30,000
Board of Trustees Legal Counsel	Mika, Meyer, Beckett and Jones	\$60,000	\$36,108	\$70,000	\$60,000
Chiller Preventative Maintenance*	Trane West Michigan	—	—	\$45,000	\$45,000
Consumable Office Supplies	Staples	\$550,000	\$365,710	\$550,000	\$500,000
Economic Development	Mecosta County Develop Corp	\$25,000	\$25,000	\$25,000	\$25,000
Electronic Recruitment & Mktg	TargetX/Sales Force	\$108,000	\$110,058	\$112,000	\$120,000
Employment Screening Services	Certified Background Check	\$25,000	\$8,343	\$15,000	\$15,000
External Auditors	Andrews Hopper Pavlik PLC	\$70,800	\$68,800	\$75,000	\$75,000
External Lobbyist	Manny Lentine, Inc	\$50,000	\$50,000	\$50,000	\$50,000
Fire Life Safety Insp & Testing**	Simplex	\$100,000	\$108,139	\$100,000	\$100,000
HVAC Prevent Main & Serv - Kendall	Dyken Mechanical, Inc.	\$85,000	\$53,721	\$80,000	\$55,500
Internal Auditors	Rehmann Group	\$45,000	\$53,044	\$45,000	\$45,000
Investment Advisors	Ellwood Associates	\$87,000	\$63,724	\$90,000	\$105,000
Landscaped Mgmt & Serv - Kendall	Various – Per Bids	\$45,000	\$28,521	\$22,000	\$32,000
Library Acquisitions	Several Vendors	\$1,212,750	\$982,237	\$1,212,750	\$1,212,750
Library Acquisitions – Kendall	Several Vendors	\$70,000	\$42,660	\$47,370	\$78,500
Marketing Representative – BR	Michael Waters	\$180,000	\$191,267	\$180,000	\$180,000
Marketing Representative – EIO	Michael Waters	\$280,000	\$98,780	\$150,000	\$150,000
Microsoft Licensing	Various – Per Bids	\$115,000	\$108,361	\$100,000	\$117,030
Microsoft Premium Support Services	Microsoft	\$41,666	\$41,666	\$43,225	\$50,370
Roof Preventative Maintenance**	Thomas Krum Consulting	\$100,000	\$106,976	\$100,000	\$100,000
Sign Language Interpreter	Several Vendors	\$260,000	\$185,108	\$260,000	\$260,000
Student Loan Collections Services	Outsourcing Solutions	\$170,000	\$132,819	\$170,000	\$170,000
Web Search Optimization	Peak Positions	\$60,000	\$60,000	\$60,000	\$60,000
Non-General Fund Areas (supported through self-generated funding)					
Academic Assessment Reports CSO	Creative Ed Solutions	\$35,000	\$34,367	\$35,000	\$35,000
Assessment Services Charter Acads	Northwest Evaluation Assoc	\$145,000	\$108,103	\$125,000	\$115,000
M.U.S.I.C Review-Charter Academies	Hylant Group	\$18,900	\$16,000	\$18,000	\$19,000
Oversight Software-Epicenter CSO	National Charter Schools Inst	\$39,900	\$38,450	\$38,000	\$40,000
Perf Center-Academics/Finance/CSO	National Charter Schools Inst	\$20,550	\$21,000	\$15,000	\$23,000
School Assessment & Evaluation CSO	National Charter Schools Inst	\$20,000	\$19,215	\$20,000	\$21,000
Special Edu Prog Analysis/Charter Acad*	Francis Young International	—	—	\$30,000	\$30,000
Teacher Cert Review-Charter Schools	Quality Perf Resource Group	\$32,500	\$29,900	\$32,500	\$35,000
Worksite Agreement – Dining	Hope Network West Michigan	\$170,520	\$122,369	\$130,000	\$130,000

* New to list:

Aircuity - Board approved 10/6/17, Res. 4a.5(ii)

Chiller Prevent - Board approved 10/6/17, Res. 4a.5(ii)

Special Edu Prog - Board approved 10/6/17, Res. 4a.5(i)

** Funding split between general and non-general fund.

Given these are estimates, approvals include authorization up to five percent over these amounts up to a \$10,000 variance on any individual item.



Student Services/Supply Fees 2018-2019

The list contains fees strictly for students as the primary customer.

2018-2019 Additions/Changes

FEE TYPE	DESCRIPTION	AMOUNT	FREQUENCY	COLLEGE/DEPART	REFUNDABLE	FOAP	ORG NAME	EFF. DATE
Service	App Processing Fee-Crim Background Check	\$25	as needed	Admissions	no	10000-61100-5219-556	Admissions	Jun-07
Recreational	Replacement of Lost Items	variable	as needed	Athletics	no	10000-51600-550	General Athletics	
Service	Health Center Fee	\$47	per semester	Birkam Health Center	yes	X30223-62900-900	Health Center	Jun-07
Educational	Resp. Care Credentialing Exam Review Fee	vendor amt	as needed	Health Professions	no	10000-32102-152	Respiratory Care	Jan-09
Educational	Kaplan Exam	vendor amt	per semester	Health Professions	no	10000-32202-164	Nursing-BSN	Jul-12
Service	Health Insurance - Int'l Students - Fall/Sp	vendor amt	per semester	International Education	no	Variable	International Student	Jul-13
Service	Health Insurance - Int'l Students - Summer	vendor amt	per semester	International Education	no	Variable	International Student	Jul-13
Educational	Int'l Student Application Fee	\$30	once	International Education	no	10000-31502-5218-556	OIE Recruiting	Apr-16
Service	New Int'l Student Orientation	\$85	once	International Education	yes	10000-31500-446	Office of Int'l Education	May-00
Service	Study Abroad Program-semester long	\$135	as needed	International Education	no	D11248-31503-446	Study Abroad Development	Jun-07
Educational	TOEFL	\$20	as needed	International Education	no	10000-31501-115	OIE Student Services	May-00
Educational	Digital Resource Fee	\$108	per class	Kendall College	no	10100-92251-5213-110	Digital Resource Fee	
Educational	Fire Up Student Teacher Conference Fee	variable	as needed	Kendall College	no	10100-92190	KCAD Art Education	May-18
Service	Enrollment Deposit (Kendall)	\$150	once	Kendall College	no	10002-2530	New Admit Enroll Dep	Dec-08
Service	Unreturned/Damaged IT Equip.-list on file KCAD	variable	as needed	Kendall College	no	10100-92440-5228-444	KCAD Info Tech Academic	Apr-16
Educational	3D Studio Course Fee (Sculpture & Functional Art)	\$94	per class	Kendall College	no	10100-92231-5213-110	3D Studio Fee	Jul-14
Educational	Application Fee (Int'l Stu App Fee)	\$30	once	Kendall College	no	10100-92000-5218-990	Kendall Revenue	Apr-16
Educational	Fashion Studies Studio Fee	\$175	per class	Kendall College	no	10100-92281-5213-110	Fashion Studies Studio Fee	Jul-14
Service	Fee-Student Life	\$20	per semester	Kendall College	no	10100-92505-5219-552	Student Life	Jul-13
Service	Locker Fee (\$15 deposit, returned unless damaged) \$30 annual	\$45	per year	Kendall College	no	10100-92000-5769-990	Kendall Revenue	Jul-01
Educational	Metals/Jewelry Course Fee	\$135	per class	Kendall College	no	10100-92151-5213-110	Metals/Jewelry Course	Jul-14
Educational	Model Fee	\$93	per class	Kendall College	no	10100-92401-5213-110	Model Fee	Jul-14
Educational	Orientation Fee (Kendall)	\$55	once	Kendall College	no	10100-92507-5714-990	Kendall Revenue	Jul-15
Educational	Photography Course Fee	\$83	per class	Kendall College	no	10100-92241-5213-990	Photography Course Fee	Apr-16
Educational	Print Management Fee	\$108	per class	Kendall College	no	10100-92000-5213-990	Kendall Revenue	Jul-14
Educational	Printmaking Course Fee	\$149	per class	Kendall College	no	10100-92291-5213-110	Printmaking Course Fee	Jul-14
Service	Studio Card (24 hr. access)	\$10	once	Kendall College	no	10100-92617-5714-771	Studio Space Rental	Jul-01
Service	Studio Deposit	\$103	once	Kendall College	no	10100-92617-5714-771	Studio Space Rental	Jul-14
Service	Studio Space Rental (undergraduates)	\$355	per semester	Kendall College	no	10100-92617-5714-771	Studio Space Rental	Jul-14
Educational	Study Away Fee (KCAD)	variable	per class	Kendall College	no	11241-92550-5714-199	KCAD Study Abroad	May-02
Educational	Technology Fee	\$175	per semester	Kendall College	no	10100-92440-5229-444	Fee Technology	Jul-14
Service	Transcript - Official	\$5	per copy	Kendall College	no	10100-92000-5231-990	Kendall Revenue	Jul-09
Recreational	YMCA Membership Fee	\$160/\$360	as needed	Kendall College	no	10100-92603-7116-662	YMCA Membership	Jul-14
Service	Fines - List on File at Library	variable	as needed	Library	no	30228-44000-900	Library Revolving	
Educational	Alcohol Education Class	\$100	as needed	Office of Student Conduct	no	10000-62200-551	Office of Student Conduct	Aug-01
Educational	Drug Education Class	\$100	as needed	Office of Student Conduct	no	10000-62200-551	Office of Student Conduct	Aug-99
Educational	Harm Reduction Program	\$200	as needed	Office of Student Conduct	no	10000-62200-551	Office of Student Conduct	Aug-01
Educational	Nicotine 101 Class	\$80	as needed	Office of Student Conduct	no	10000-62200-5714-551	Office of Student Conduct	Apr-17



Student Services/Supply Fees 2018-2019

The list contains fees strictly for students as the primary customer.

2018-2019 Additions/Changes

FEE TYPE	DESCRIPTION	AMOUNT	FREQUENCY	COLLEGE/DEPART	REFUNDABLE	FOAP	ORG NAME	EFF. DATE
Service	Advance Enrollment Deposit	\$500	once	Optometry	no	10000-10000 5118	On Campus Tuition	Apr-16
Educational	Golf Course Fee/PGM Students	\$110	semester-Fall	P G M	no	30222-51400-900	Golf Course	May-18
Educational	Golf Course Fee/PGM Students	\$110	semester-Spring	P G M	no	30222-51400-900	Golf Course	May-18
Educational	Golf Course Fee/PGM Students	\$110	semester-Summer	P G M	no	30222-51400-900	Golf Course	May-18
Educational	PGA 2.0/3.0 Mandatory Associated Fees	vendor amt	per semester	P G M	no	D11856	Prof Golf Mgmt Training	Aug-18
Educational	PGA Playing Ability Test	\$200	per semester	P G M	no	D11856	Prof Golf Mgmt Training	Aug-13
Educational	PGA Student Affiliate Fee/PGM Students	\$50	academic year	P G M	no	D11856	Prof Golf Mgmt Training	Jul-11
Service	Advance Enrollment Deposit	\$200	once	Pharmacy	no	10000 10000 5120	On Campus Tuition	Aug-18
Educational	Informational & Experiential Support Fee	\$34	per semester	Pharmacy	no	G37000	Pharmacy Dean's Office	Apr-17
Educational	MTM Elective, Medication Mgt Therapy (certification)	vendor amt	per class	Pharmacy	no	G37000	Pharmacy Dean's Office	May-18
Educational	ACLS Advanced Cardiac Life Support (certification)	vendor amt	per class	Pharmacy	no	G37000	Pharmacy Dean's Office	May-18
Educational	NACDS Innovations in Pharmacy (certification)	vendor amt	per class	Pharmacy	no	G37000	Pharmacy Dean's Office	May-18
Educational	Nursing Methods 1-5, Shadow Health & Lippincott vSim	vendor amt	per class	Nursing	no	G32202	Nursing-BSN	May-18
Service	Parking Permit Fee (Fall, Spring & Summer)	\$100	per year	Public Safety	no	10000-57000-5753-664	Public Safety	Jul-10
Service	Preliminary Breath Test and Tube Fee	\$5	as needed	Public Safety	no	10000-57000-5714-664	Public Safety	Jul-09
Recreational	Racquet Facility Fee	\$13	per semester	Racquet & Fitness Club	yes	X30235-51200-900	Racquet Club	Jul-03
Educational	Transcript - Official	\$5	per copy	Registrar	no	11577-61200-662	Registrar Transcript	Mar-99
Service	Contract Guarantee Deposit	\$200	as needed	Residential Life	yes	X51902-30000-991	Housing & Res Life	
Service	Housing Forfeiture Fee	\$200	as needed	Residential Life	no	X51902-30000-991	Housing & Res Life	
Educational	APL - Credit Award Fee	\$50	as needed	RSS	no	11658-43000-554	RSS	Jul-00
Educational	APL - Portfolio Review Fee	\$250	as needed	RSS	no	11658-43000-554	RSS	Jul-00
Educational	APL - Pre-Assessment Fee	\$65	as needed	RSS	no	11658-43000-554	RSS	Jul-00
Educational	Student Activity Fee	\$20	per semester	Student Affairs	yes	11590-62602-551	Student Activity Fee	Jul-00
Educational	Student Government Fee	\$1	per semester	Student Affairs	yes	30200-60003-900	Associated Student Gov't	Jul-03
Service	* 2% Late Payment Fee-FSU & KCAD (Stu Finc Serv-25%)	variable	as needed	Student Financial Serv	no	10000-56200-662	Student Financial Services	Jul-02
Service	* 2% Late Payment Fee-FSU & KCAD (Tuition-75%)	variable	as needed	Student Financial Serv	no	10000-10020-990	General Fund Revenue	Jul-02
Service	Bad Check Fee on Tuition	\$25	as needed	Student Financial Serv	no	10033-1605	Student Financial Services	
Service	Employer- Paid Tuition Proc	\$35	as needed	Student Financial Serv	no	10000-10005-990	Grand Rapids Tuition	Jul-04
Service	Late Registration Fee	\$100	as needed	Student Financial Serv	no	10000-10020-990	General Fund Revenue	
Service	On-line Learning Fee	\$12	per credit hour	Student Financial Serv	no	10000-10000-5221-990	Tuition	Jul-18
Service	Orientation Fee (Ferris)	\$80	once	Student Financial Serv	no	11593-60002-556	Orientation	Jul-10
Service	**Payment Plan Fee (Stu Finc Serv-50%)	\$30	per semester	Student Financial Serv	no	10000-56200-662	Student Financial Services	Jul-08
Service	**Payment Plan Fee (Tuition-50%)	\$30	per semester	Student Financial Serv	no	10000-10020-990	General Fund Revenue	Jul-08
Service	Student Taxpayer Identification Number Fee	\$100	as needed	Student Financial Serv	no	11697-56200-5219-662	Taxpayer ID Number Fee	Jul-14
Educational	ACCUPLACER Fee	vendor amt		Testing	no	11581-61401-5727-554	Accuplacer	Apr-16
Educational	ACT	vendor amt	once	Testing	no	11578-61401-554	ACT Testing Account	Jul-01
Educational	CLEP	\$25	as needed	Testing	no	11580-61401-554	CLEP Testing	Jul-04
Educational	Proficiency Exams	\$25	per credit hour	Per College	no	11579-61401-554	Classroom Prof Exam	
Service	Convenience Fee (Student Financial Serv)	variable	as needed	Third Party Collection	no	Vendor charges for this fee	N/A	Jul-10
Recreational	List on File at Rec Ctr	variable	as needed	University Recreation	no	11186-62000-552	Intramural Development	

* 2% Late Payment Fee (Student Financial Services) will split between Tuition Account (75%) and Student Financial Services Account (25%)

**\$30 Payment Plan Fee will split between Tuition Account (50%) and Student Financial Services (50%)