

Policy No.	Officer Responsible		
<b>B.202</b>	<b>Vice-President Finance and Administration</b>		
Policy Name			
<b>Board Policy on Tuition and Other Fees</b>			
Approved by	Replaces	Category	Next Review
<b>Board</b>		<b>A</b>	<b>June 2023</b>
Date Issued	Date Revised	Related Policies, Reference	
<b>November 21, 2017</b>	<b>June 19, 2018</b>	<b>OP.212 Tuition and Other Fees B.206 Budget Policy</b>	

## 1. PURPOSE

- 1.1. The British Columbia *University Act*, section 27(2)(m)(i-vi), empowers the Board of Governors (Board) “to set, determine and collect the fees” for university activities.
- 1.2. The Board has responsibility for ensuring that the setting, collecting and administering of tuition and other student fees must be consistent with the university’s mission and strategic goals, as well as in compliance with government legislation and direction.

## 2. DEFINITIONS

“**Incidental Fees**” mean fees assessed for discretionary services, costs, fines and/or penalties. Such fees include but not limited to transcripts and final grade appeal fee.

“**Mandatory Student Fees**” mean required student fees other than tuition that are charged as a proportion of tuition fees (ancillary fees) or as term-based or annual fees. Such fees include but not limited to student society fees, technology fees and ancillary fees.

“**Tuition Fees**” mean fees for instruction.

## 3. POLICY

- 3.1. Fees for courses and programs that are not supported by government funding (International Student Tuition Fees) are set at least at a minimum level necessary to recover full costs and may also generate additional revenue to support the university.
- 3.2. The review and setting of all fees is governed, in part, by B.206 Budget Policy. Tuition and other mandatory fees are approved by the Board.

3.3. While the Board retains the right to review all fees, it delegates the following to the President or designate(s):

- a. Setting of all incidental fees;
- 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, and communication about fee information, as well as other related administrative issues that may arise;
- c. Upon notice from a student society or other organization as mandated by the *University Act (27.1)* or other relevant legislation, collection and remittance of fees established by a majority student referendum; and,
- d. Administration will report at least annually on fee related issues delegated by the Board.