

THE MONTANA UNIVERSITY SYSTEM

Montana State University Billings

Inventory and Validation of Fees -- Fiscal Years 2018 and 2019

Tuition Rates per Semester for a Full Time Student

Category	FY 17	FY 18	\$	%	FY 19	\$	%
	Tuition	Proposed	Increase	Increase	Proposed	Increase	Increase
Resident UG	2,198.40	2,198.40	-	0.0%	2,242.44	44.04	2.0%
Resident Grad	2,638.20	2,717.28	79.08	3.0%	2,799.00	81.72	3.0%
WUE	3,297.60	3,297.60	-	0.0%	3,364.20	66.60	2.0%
Nonresident UG	8,331.00	8,581.20	250.20	3.0%	8,839.08	257.88	3.0%
Nonresident Grad	8,770.80	9,034.32	263.52	3.0%	9,305.40	271.08	3.0%

Mandatory Fees per Semester for a Full Time Student

Category	FY 17	FY 18	\$	%	FY 19	\$	%
	Mandatory Fees	Proposed	Increase	Increase	Proposed	Increase	Increase
Resident UG	714.70	714.70	-	0.0%	714.70	-	0.0%
Resident Grad	714.70	714.70	-	0.0%	714.70	-	0.0%
WUE	777.10	777.10	-	0.0%	777.10	-	0.0%
Nonresident UG	777.10	777.10	-	0.0%	777.10	-	0.0%
Nonresident Grad	777.10	777.10	-	0.0%	777.10	-	0.0%

Tuition and Mandatory Fees per Semester for a Full Time Student

Category	FY 17	FY 18	\$	%	FY 19	\$	%
	Tuition and Mandatory Fees	Proposed	Increase	Increase	Proposed	Increase	Increase
Resident UG	2,913.10	2,913.10	-	0.0%	2,957.14	44.04	1.5%
Resident Grad	3,352.90	3,431.98	79.08	2.4%	3,513.70	81.72	2.4%
WUE	4,074.70	4,074.70	-	0.0%	4,141.30	66.60	1.6%
Nonresident UG	9,108.10	9,358.30	250.20	2.7%	9,616.18	257.88	2.8%
Nonresident Grad	9,547.90	9,811.42	263.52	2.8%	10,082.50	271.08	2.8%

THE MONTANA UNIVERSITY SYSTEM

Montana State University Billings, City College

Inventory and Validation of Fees -- Fiscal Years 2018 and 2019

Tuition Rates per Semester for a Full Time Student

Category	FY 17	FY 18	\$	%	FY 19	\$	%
	Tuition	Proposed	Increase	Increase	Proposed	Increase	Increase
Resident UG	1,236.00	1,236.00	-	0.0%	1,236.00	-	0.0%
WUE	1,854.00	1,854.00	-	0.0%	1,854.00	-	0.0%
Nonresident UG	3,343.80	3,510.96	167.16	5.0%	3,687.00	176.04	5.0%

Mandatory Fees per Semester for a Full Time Student

Category	FY 17	FY 18	\$	%	FY 19	\$	%
	Mandatory Fees	Proposed	Increase	Increase	Proposed	Increase	Increase
Resident UG	678.50	678.50	-	0.0%	678.50	-	0.0%
WUE	740.90	740.90	-	0.0%	740.90	-	0.0%
Nonresident UG	740.90	740.90	-	0.0%	740.90	-	0.0%

Tuition and Mandatory Fees per Semester for a Full Time Student

Category	FY 17	FY 18	\$	%	FY 19	\$	%
	Tuition and Mandatory Fees	Proposed	Increase	Increase	Proposed	Increase	Increase
Resident UG	1,914.50	1,914.50	-	0.0%	1,914.50	-	0.0%
WUE	2,594.90	2,594.90	-	0.0%	2,594.90	-	0.0%
Nonresident UG	4,084.70	4,251.86	167.16	4.1%	4,427.90	176.04	4.1%

THE MONTANA UNIVERSITY SYSTEM
Inventory and Validation of Fees -- Fiscal Years 2018 and 2019
Mandatory Fees -- Authorization, Fund, and Description

Unit Name: MSU-Billings

DESCRIPTION	BOR AUTHORIZATION	DESCRIPTION
Mandatory Fees Assessed All Students		
Registration	123-101-R0504	The Registration Fee is deposited into the General Fund. This fee is charged primarily to support the operations of the Office of the Registrar to cover the cost of personnel that provide : related to processing of applications for admissions, course registration, maintaining student transcripts and processing applications for graduation.
Building Fee	123-101-R0504	The Building Fee covers the bond payments for non-academic buildings that have been built and are maintained on campus. This includes residence halls, Student Union Building, Apsara parking garage and other auxiliary buildings. The current fee only covers the cost of the annual bond payment.
Utility Surcharge	127-101-R0505	Charge to students to offset the increase in utility rates. Currently not assessed at MUS Billings.
Computer Fee	940.23	The Computer Fee is dedicated to the purchase, replacement, and maintenance of most student use computers, software, servers, and network. Emphasis is placed upon expending these to maximize usage by all students in all programs. The approval process involves the Academic Information Technology Committee, which requires a 50% student voting membership. The fee supports the student computing environment in multi-use classrooms, multi-media classrooms, and open computing areas such as the Information Commons in the Library, College of Education and College of Technology.
Activity Fee	167-102-R0515	The Student Activity Fee funds the operations and programs sponsored by the ASMSU-Billings Student Senate. This includes, but is not limited to providing funding for the Retort, Legal Student Activities Board, ASMSU-Billings Senate Operations, Child Care Assistance Scholarships, Graduate Student Association, Undergraduate Student Research, and financial support for and events sponsored by student organizations.
Health Fee	167-102-R0515	The Health Services Fee provides operating costs for the Student Health Center and covers the costs of the staff, nurses, contract for visiting physicians, sexual assault advocates, mental health counselors, student health educator, medications and medical supplies, equipment, and publications. The Student Health Center maintains all immunization records and provides the local administrative support for the Student Health Insurance program.
SU Fee	167-102-R0515	The Student Union Use Fee funds the personnel, programs, staff, maintenance, equipment, utilities and deferred maintenance projects in the Student Union Building. The SUB was remodeled in 1986. A number of significant equipment issues need to be addressed in the facility including the purchasing of new chairs and tables, carpeting and flooring (Ballroom), wall coverings, and dividers (Ballroom), and lighting and sound equipment. The SUB serves as the host location for many public events, and funding is needed to maintain the facility in a manner that meets the expectations of students and guests.
Equipment Fee	940.26	The Equipment Fee provides funds to purchase equipment, either for new classrooms or for the replacement of used or out-of-date equipment, utilized in academic buildings and classrooms. It may include furniture, lab equipment, audio-visual equipment, etc.
Athletic Fee	167-102-R0515	The Athletic Fee funds a portion of the expenses associated with the operation of the athletic program. Additional fund raising efforts by the Athletic Department provide approximately 40% of the operating costs of the program. The Yellowjacket Athletic Program currently has 12 competitive sports.
Library Fee	123-101-R0504	The Library Fee provides funding to support the purchase of library acquisitions, books, manuscripts, monographs, electronic resources, and other materials for the Library. This fee was established in FY '01 at the request of students. In FY '08 this fee was increased to fund assessment and accreditation expenses.
Recreational Activity Fees	123-101-R0504	The Recreational Activities Fee provides funds for the operations of the Recreational Activities Program to include the intramural sports and leisure recreation programs. As of FY '06, this fee will be the primary source of funding for the entire program to include staffing, referees for intramural sports, lifeguards, partial support for fitness center, check-in staff at the desk, equipment, and other operating expenses.
Technology Replacement Fee	123-101-R0504	The Technology Replacement Fee is designed to fund the Administrative Information System (AIS), campus infrastructure, and supporting computing environment. This fee provides the comprehensive technology platform upon which all students, faculty, and staff conduct the business of the university. An increase in the Technology Replacement Fee was approved by the Board of Regents in May of 2003.
Academic Support Center Fee	167-102-R0515	This fee funds the operations of the Academic Support Centers on the University and City College campuses. Expenses covered by the fee include ASC personnel, tutors, supplies, and space rental. The expenses relate to student retention and success.
Academic Building Fee	123-101-R0504	The PE Building was built with student fees, but it is used for many academic purposes. Unfortunately, minimal funding is available through the State of Montana to fund the ongoing and deferred maintenance issues in this facility. The Academic Building Fee is utilized primarily to address deferred maintenance projects in the PE Building. This fee also provides partial funding for capital and maintenance costs for the College of Education building.
Additional Mandatory Fees Assessed Non-Resident Students		
Non-Resident Building Fee	123-101-R0504	The Building Fee covers the bond payments for non-academic buildings that have been built and are maintained on campus. This includes residence halls, Student Union Building, Apsara parking garage and other auxiliary buildings. The current fee only covers the cost of the annual bond payment.

THE MONTANA UNIVERSITY SYSTEM

Inventory and Validation of Fees -- Fiscal Years 2018 and 2019

New or > 2% Increase -- **Mandatory Fees Only** -- Rates per Semester

Unit Name: Montana State University at BILLINGS											
NAME OF FEE	RUBRIC	BOR AUTHO	CURRE NT FY	FY 18 FEE	Dollar CHANG	% CHANG	FY 19 FEE	Dollar CHANG	% CHANG	Banner FUND	
Program Fees											
Student Activity and Services - City College				32.50	39.50	7.00	18%	39.50	-	0%	638000
<p>Description of Fee: The student activity fee provides for the following services: Student Legal Services, Activities Board, Student Resolution Officer, Child Care Scholarships, Undergraduate/Graduate Research, Student Services, Retort newspaper, Lobbyist, Northcutt Steele Gallery, Pow Wow, HEROES (Health Educators Reaching Others & Encouraging Success), SAPHE (Students Advocating Personal Healing & Empowerment), Game Room, Executive Cabinet scholarships, Sustainability projects, Summer Activities, ASMSUB Operations, and 15-20 individual requests from student clubs allocated from the Contingency account. All services and programs are available to University and City College students.</p> <p>This request is to move toward alignment of mandatory fees for City College students with University Students without an overall increase in total mandatory fees.</p>											
Recreational Activity Fee - City College				15.00	19.00	4.00	21%	19.00	-	0%	633302
<p>Fee Usage: The Recreation Activities department operates the MSUB recreation center, aquatic center and intramural program. The Rec Activity fee is the primary source of funding for the entire program. This includes staffing, referees for intramural sports, lifeguards, support for fitness center, check-in staff at the desk, equipment, and other operating expenses. Recreational Activities has two permanent staff members and is the largest student employer on campus. All services and programs are available to University and City College students.</p> <p>This request is to move toward alignment of mandatory fees for City College students with University Students without an overall increase in total mandatory fees.</p>											
Student Union Fee - City College				13.00	22.00	9.00	41%	22.00	-	0%	644401
<p>Explanation: The Student Union Fee covers the cost of the Student Union Building operations, as well as programs and services offered and supported within the Student Union Operation. This fee covers the building operations, furniture and equipment, professional and student staff, events services, student life initiatives, student clubs and organization and a wide range of student programming. All services and programs are available to University and City College students.</p> <p>This request is to move toward alignment of mandatory fees for City College students with University Students without an overall increase in total mandatory fees.</p>											
Equipment Fee - City College				77.80	57.80	(20.00)	-26%	57.80	-	0%	
<p>Explanation: The Equipment Fee covers the cost of instructional equipment for all MSUB academic areas. City College students currently pay a larger fee than University students partly because of the history of the fee and partially because of the equipment intensive nature of City College programs. Realignment of the fee to fund other services and programs used by City College students will not diminish access to equipment fees by City College academic departments. Equipment fees from University and City College students are recorded in a common fund and a common university process is used to distribute the fee.</p>											

THE MONTANA UNIVERSITY SYSTEM
Inventory and Validation of Fees -- Fiscal Years 2018 and 2019
Non-Mandatory Fees -- Rates per Semester

Unit Name: **Montana State University - Billings**

PROPOSED RATES

NAME OF FEE	RUBRIC	BOR Authorization	Current FY 17 Fee	Proposed FY 18 Fee	% CHANGE	Proposed FY 19 Fee	% CHANGE	FUND	Description	Justification
Current Unrestricted										
Application Fee		80-001-R0793	30.00	30.00	0%	30.00	0%	611000/31300	Charged to all first-time enrolling undergraduate students.	
Supplemental Application Fee		135-107-R0507	8.00	8.00	0%	8.00	0%	611000/31300	Charged each time a student transfers within the MUS.	
Audit (Listeners)		22-001-R0978	5.00	5.00	0%	5.00	0%	611000/31300	Per credit hour, for classes in which the available student is a passive listener-not for matriculating students.	
Late Registration Fee		5-002-R0990	40.00	40.00	0%	40.00	0%	611000/31300	Charge to students paying fees after the established period.	
Student Fee Deferment		3-004-R0591	30.00	30.00	0%	30.00	0%	611000/31300	Administrative charge for paying fees in installments during a semester.	
Duplicate Receipt		57-001-R098	2.00	2.00	0%	2.00	0%	611000/31300	Charge for providing a copy of previously issued receipt.	
Reading Clinic		22-001-R0978	Varies	Varies		Varies		611000/31300	Per class. Includes testing, instruction, 6 week individualized tutoring. No credits	
Program Fees										
Athletic Training Program:										
Athletic Training	HHP	154-1001-R0312	925.00	925.00	0%	925.00	0%	611000/31300	Materials for the program, software, personnel, medical and teaching supplies, etc.	
Sustainable Energy Program: CC										
Sustainable Energy	SET	146-2854-R0310	250.00	250.00	0%	250.00	0%	633000/33300	Materials for the program, software, equipment and teaching supplies, etc.	
Welding Program: CC										
Welding Program Fee	CC	167-102-R0515	225.00	225.00	0%	225.00	0%	633000/33300	Materials for the program, equipment and teaching supplies, etc.	
Health Administration Program:										
Master of Health Administration Program Fee	CAHP		New Fee	800.00	#VALUE!	800.00	0%	611000/31300	Materials for the program, software, personnel, medical equipment and teaching supplies, etc.	
RN to BSN Program:										
RN to BSN Program Fee		171-2702-R0516	New Fee	800.00	#VALUE!	800.00	0%	611000/31300	Materials for the program, software, personnel, medical equipment and teaching supplies, etc.	
Designated Course Fees										
Art Classes:										
Art Fundamentals for Elem. Teachers	ARTZ 102	71-001-R0691	40.00	40.00	0%	40.00	0%	633000/33300	Materials that become student property.	
Dimensional Design	ARTZ 106, 108	143-102-R0509	55.00	55.00	0%	55.00	0%	633000/33300	Materials that become student property.	
Ceramics	ARTZ 131,231,331,430	143-102-R0509	75.00	75.00	0%	75.00	0%	633000/33300	Materials that become student property.	
Ceramics	ARTH 492	143-101-R0510	75.00	75.00	0%	75.00	0%	633000/33301	Materials that become student property.	
Computer Graphics	ARTZ 255, 256, 257,	151-104-R0511	90.00	90.00	0%	90.00	0%	633000/33300	Materials that become student property.	
Computer Graphics	ARTZ 358, 458, 493, 494	151-104-R0511	90.00	90.00	0%	90.00	0%	633000/33300	Materials that become student property.	
Drawing	ARTZ 105,211,311,410,494	71-001-R0691	40.00	40.00	0%	40.00	0%	633000/33300	Materials that become student property.	
Elem. Paint	ARTZ 221,321, 420	143-102-R0509	40.00	40.00	0%	40.00	0%	633000/33300	Materials that become student property.	
Lithography	ARTZ 273, 372, 474, 494	143-102-R0509	Varies	Varies		Varies		633000/33300	Materials that become student property. Based on number of plates used.	
Photography	ARTZ 284,384,486,494	151-104-R0511	100.00	100.00	0%	100.00	0%	633000/33300	Materials that become student property.	
Printmaking	ARTZ 271,371,470	143-102-R0509	75.00	75.00	0%	75.00	0%	633000/33300	Materials that become student property.	
Sculpture	ARTZ 251, 351, 451, 494	111-101-R0501	60.00	100.00	67%	100.00	0%	633000/33300	Materials that become student property. Based on weight of art work.	Cost of Consumables increasing.
Studio Essentials	ARTZ 101	111-101-R0501	10.00	40.00	300%	40.00	0%	633000/33300	Materials that become student property.	Cost of Consumables increasing.
Auto Classes: CC										
Auto Body	ABDY 111, 112	119-115-R0503	20.00	20.00	0%	20.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Auto Body Collision and Repair	ABDY 121, 122	119-115-R0503	20.00	20.00	0%	20.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Auto Body Refinishing and Undercoat	ABDY 131, 132	119-115-R0503	20.00	20.00	0%	20.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Auto Body	ABDY 141, 142	119-115-R0503	20.00	20.00	0%	20.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Auto Technician	AST 285	143-102-R0509	150.00	184.00	23%	184.00	0%	633000/33300	Pass through fee for testing.	Cost of Test Increased
Biology and Physical Sciences Classes:										
Biochemistry	BCH 381, 481	151-104-R0511	40.00	40.00	0%	40.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology General	BIOB 102	151-104-R0511	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology General	BIOB 161, 171	151-104-R0511	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology General	BIOB 261	151-104-R0511	35.00	35.00	0%	35.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology General	BIOB 376, 426	151-104-R0511	40.00	40.00	0%	40.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology General	BIOB 490	151-104-R0511	40.00	40.00	0%	40.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology Ecological	BIOE 371	151-104-R0511	40.00	40.00	0%	40.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology Human Anatomy, Physiology	BIOH 202,212	151-104-R0511	15.00	15.00	0%	15.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology Human Anatomy, Physiology	BIOH 302,312	151-104-R0511	40.00	40.00	0%	40.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology Micro	BIOM 251	151-104-R0511	35.00	35.00	0%	35.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Biology Micro	BIOM 361	151-104-R0511	40.00	40.00	0%	40.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Chemistry General and Organic	CHMY 122	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Chemistry General and Organic	CHMY 212	151-104-R0511	35.00	35.00	0%	35.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Chemistry General II	CHMY 142,144	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Chemistry	CHMY 312	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	

NAME OF FEE	RUBRIC	BOR Authorization	Current FY 17 Fee	Proposed FY 18 Fee	% CHANGE	Proposed FY 19 Fee	% CHANGE	FUND	Description	Justification
Chemistry Organic and Inorganic	CHMY 322, 324	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Chemistry Advanced	CHMY 412	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Physical Chemistry Lab I & II	CHMY 372, 374	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Advanced Instrument Analysis Lab	CHMY 422	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Undergraduate Research Lab	CHMY 490	159-101-R0513	25.00	25.00	0%	25.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Geography	GEO 309	151-104-R0511	15.00	15.00	0%	15.00	0%	633000/33301	Defray cost of consumable lab supplies.	
Preengineering/Physics	EELE 201	151-104-R0511	50.00	50.00	0%	50.00	0%	633000/33302	Defray cost of consumable lab supplies.	
Diesel Repair Classes:										
Diesel Repair	DST 117,155,250,260	159-101-R0513	10.00	10.00	0%	10.00	0%	633000/33300	Defray cost of consumable supplies.	
Diesel Repair	DST 141	159-101-R0513	15.00	15.00	0%	15.00	0%	633000/33300	Defray cost of consumable supplies.	
Diesel Repair	DST 132,256,257	159-101-R0513	20.00	20.00	0%	20.00	0%	633000/33300	Defray cost of consumable supplies.	
Drafting Classes:										
Drafting Project Development	DDSN 299	119-115-R0503	30.00	30.00	0%	30.00	0%	633000/33300	Pass through testing fee.	
Education Classes:										
Teaching Elementary Art	EDU 397E	43-006-R0684	10.00	10.00	0%	10.00	0%	633000/33300	Defray cost of materials.	
Teaching K-12 Art	EDU 397H	75-001-R0692	15.00	15.00	0%	15.00	0%	633000/33300	Defray cost of materials.	
Teacher Reading K-3	EDU 430	159-101-R0513	20.00	20.00	0%	20.00	0%	633000/33300	Defray cost of materials.	
Fire Science Classes:										
Fire Science Classes:	FIRE 115	127-101-R0505	25.00	25.00	0%	25.00	0%	633000/33300	Pass through testing fee.	
Health and Human Education Classes:										
Exercise Science	KIN 106	151-104-R0511	15.00	15.00	0%	15.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Golf	ACT 146	127-101-R0505	Varies					633000/33300	Actual amount to be determined by provider contract. Approx. \$40.	
Athletic Training	KIN 462	114-107-R0302	33.00	33.00	0%	33.00	0%	633000/33300	Defray the cost of consumable supplies.	
First Aid	ECP,HHP 100,212	123-101-R0504	15.00	15.00	0%	15.00	0%	633000/33300	Defray cost of consumable supplies	
Rappelling	HHP	123-101-R0504	15.00	15.00	0%	15.00	0%	633000/33300	Pass through fee for equipment rental	
Bowling	HHP	123-101-R0504	35.00	35.00	0%	35.00	0%	633000/33300	Pass through fee for equipment rental	
Health and Human Performance	KIN 321,328,331	135-107-R0507	35.00	35.00	0%	35.00	0%	633000/33300	Defray cost of consumable supplies	
Heath Occupation Classes (City College):										
Health Occupation - Paramedic	ECP 233	127-101-R0505	125.00	125.00	0%	125.00	0%	633000/33000	Pass through fee for testing. Defray Cost of Consumables	Defray cost of lab consumables and Testing Fee
Health Occupation - Paramedic	ECP 208	159-101-R0513	260.00	260.00	0%	260.00	0%	633000/33300	Pass through fee for testing. Defray Cost of Consumables	Defray cost of lab consumables and Testing Fee
Health Occupation - Paramedic	ECP 222	159-101-R0513	480.00	480.00	0%	480.00	0%	633000/33300	Pass through fee for testing. Defray Cost of Consumables	Defray cost of lab consumables and Testing Fee
Health Occupation - Nursing	NRSG 260 (formerly 265)	143-102-R0509	125.00	125.00	0%	125.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Health Occupation - Nursing	NRSG 130	143-102-R0509	100.00	100.00	0%	100.00	0%	633000/33300	Defray cost of consumable lab supplies.	
Health Occupation - Nursing	NRSG 136, 231, 233		-	50.00	New Fee	50.00	0%	633000/33300	Defray cost of consumable lab supplies.	Cost of Lab Consumables
Health Occupation - Radiology Tech	AHXR 151,161,181	143-102-R0509	35.00	20.00	-43%	20.00	0%	633000/33000	Defray cost of consumable lab supplies.	
Health Occupation - Rad Tech	AHXR 195B		-	225.00	New Fee	225.00	0%	633000/33000	Pass through for Testing and Defray cost of Consumables	Cost of Lab Consumables and testing fee.
Health Occupation - Pharmacy Tech Lab	PHAR 104		-	100.00	New Fee	100.00	0%	633000/33000	Defray cost of consumable lab supplies.	Cost of Lab Consumables
Health Occupation - PTCE F	PHAR 121		-	129.00	New Fee	129.00	0%	633000/33000	Pass through testing fee.	Cost of Certification Exam
Heating, Ventilation and Air Conditioning Classes:										
Heating and Ventilation	HVAC 200	111-101-R0501	45.00	45.00	0%	45.00	0%	633000/33300	Pass though fee for testing.	
Heating and Ventilation	HVAC 275	127-101-R0505	120.00	120.00	0%	120.00	0%	633000/33300	Pass though fee for testing.	
Networking Technology Systems:										
Intro to Networking	NTS 104		-	10.00	New Fee	10.00	0%	633000/33300	Defray cost of consumable lab supplies.	Cost of Lab Consumables
Psychology and Sociology Classes:										
Psychology	PSYX 224,321,351,355	90-001-R0369	7.50	7.50	0%	7.50	0%	633000/33300	Lab specimens	
Psychology	PSYX 371,381,	90-001-R0369	7.50	7.50	0%	7.50	0%	633000/33300	Lab specimens	
Psychology Clinical Assessment	PSYC 525, 592	135-107-R0507	15.00	15.00	0%	15.00	0%	633000/33300	Defray cost of consumable supplies.	
Sociology and Political Science Classes:										
Sociology	SOCL 201	75-001-R0692	25.00	25.00	0%	25.00	0%	634128/33300	To help recover telephone charges.	
Sustainable Energy Class:										
Fundamental Photovol Design Instal	NRGY 243	167-102-R0515	95.00	125.00	32%	125.00	0%	634128/33300	Pass through fee for testing.	Cost of Test Increased
Trade and Industry Classes:										
Trade and Industry	TRID 151	143-102-R0509	30.00	30.00	0%	30.00	0%	634128/33300	Defray cost of consumable supplies.	
Trade and Industry	TRID 152	119-115-R0503	20.00	20.00	0%	20.00	0%	634128/33300	Defray cost of consumable supplies.	
Trade and Industry	TRID 160	127-101-R0505	25.00	25.00	0%	25.00	0%	634128/33300	Pass through fee for testing.	
Trade and Industry	TRID 180	143-102-R0509	30.00	30.00	0%	30.00	0%	634128/33300	Defray cost of consumables and tools that become student property.	
Trade and Industry	TRID 186	167-102-R0515	30.00	30.00	0%	30.00	0%	634128/33300	Defray cost of consumables and tools that become student property.	
Electronic Delivered Classes:										
Internet		103-001-R0599	40.00	40.00	0%	40.00	0%	632104/33300	Defray the cost of electronic class delivery. Per credit charge.	
Interactive Video		103-001-R0599	50.00	50.00	0%	50.00	0%	632104/33300	Defray the cost of electronic class delivery. Per credit charge.	
Other Designated Fees										
Prior Learning Assessment (PLA) CLEP, DSST, UEXCEL Challenge Exams AP, IB ACE, NCCRS			Varies						Defray cost of exams and/or materials etc	Cost of Exams \$25/attempted credit + cost of materials (if needed), not to exceed No added fees No added fees
CLEP		48-001-R0785	30.00	30.00	0%	30.00	0%	634111/33300	Pass through testing fee.	
ACT		80-001-R0793	35.00	35.00	0%	35.00	0%	634111/33300	Pass through testing fee.	
ACT Work Keys Test		127-101-R0505	45.00	45.00	0%	45.00	0%	634111/33300	Pass through testing fee.	
Career Assessment Students		167-102-R0515	2.00	2.00	0%	2.00	0%	634111/33300	Pass through testing fee.	

NAME OF FEE	RUBRIC	BOR Authorization	Current FY 17 Fee	Proposed FY 18 Fee	% CHANGE	Proposed FY 19 Fee	% CHANGE	FUND	Description	Justification
Self Directed Serv-Students		98-001-R0398	6.00	6.00	0%	6.00	0%	634111/33300	Pass through testing fee.	
MBTI (Meyers Briggs Type Ind)		60-003-R0788	10.00	10.00	0%	10.00	0%	634111/33300	Pass through testing fee.	
Proctoring Fee		119-115-R0503	35.00	Varies		Varies		634111/33300	Cover costs related to administering tests.	Covers cost of testing.
Strong Test – Students		98-001-R0398	10.00	10.00	0%	10.00	0%	634111/33300	Pass through testing fee.	
Dantes		98-001-R0398	60.00	60.00	0%	60.00	0%	634111/33300	Pass through testing fee.	
Compass Placement Test		107-101-R0500	15.00	15.00	0%	15.00	0%	634111/33300	Pass through testing fee.	
Computer and Industry Test and Certification		114-107-R0302	Varies					634108/33300	Pass through testing fee.	
Enhanced Co-Requisite Fee				Varies	New Fee	Varies	New	611100/31300	Per Credit fee, no more than \$350 per course	Covers additional instructional hours
Continuing Education Fee/ Credit (Sponsored)		2-007-R0973	Varies					632220/33300	Per course. Administrative fee assessed where an outside organization defrays all direct costs of operating the class. Minimum \$70.00.	
Continuing Education Fee/ Credit (Not Sponsored)		71-001-R0691	Varies					632220/33300	Per semester credit hour for continuing education courses where the college pays cost of the program. Minimum \$70.00.	
Continuing Education Fee/ (Noncredit)		22-001-R0978	Varies					632220/33300	Per course. Charge to defray costs of offering noncredit continuing education.	
Drop Processing Fee		98-001-R0398	5.00	5.00	0%	5.00	0%	635114/33300	Cover costs related to the processing of the drops which occur after fee payment. Per course.	
Field Experience		107-101-R0500	Varies	Varies		Varies		635900/33300	Defray costs of learning in a work environment.	
Field Trips		22-001-R0978	Varies					632202/33300	Costs are negotiated on the basis of what will be involved in the field trip. Field trips are educationally oriented and participants are usually regularly enrolled students. The trip costs are calculated on a “break-even” basis	
Fundco		65-001-R0989	Varies					634142/33300	No credit. Community service program offered on weekends in swimming and gymnastics.	
Graduation Fees		111-101-R0501	50.00	50.00	0%	50.00	0%	633503/33300	To defray commencement costs and maintain quality program. Per degree.	
Graduate Application Fee		107-101-R0500	40.00	40.00	0%	40.00	0%		Funding for graduate academic advising.	
ID Card - First Time		119-115-R0503	15.00	15.00	0%	15.00	0%	634118/33300	Per ID card.	
ID Card - Replacement		22-001-R0978	15.00	15.00	0%	15.00	0%	634118/33300	Per ID card. Charged to those students, faculty and staff who lose and request new ID cards.	
International Student Services Fee		143-102-R0509	100.00	100.00	0%	100.00	0%	632102/33300	To provide student services for students in program.	
International Student Deferral Fee		159-101-R0513	Varies	Varies		Varies		632102/33300	To recoup costs related to IS students that defer their I20.	
Intramural & Rec. Pass for Non-MSUB		71-001-R0691	30.00	30.00	0%	30.00	0%	638018/33300	Per semester. Fee assessed to non-college persons who live in the residence allow participation in the campus intramural and PE recreation program.	
Library Fines		127-101-R0505	Varies					635141/33500	Fines assessed for late returns and lost library materials.	
New Student Services		143-102-R0509	79.00	80.50	2%	82.00	2%	633501/33300	Assessed to 1 st time students with seven or more semester hours.	Cost of Orientation
Orientation Guest Fee		143-102-R0509	25.00	25.00	0%	25.00	0%	633501/33300	Materials and meals for guests at orientation.	
Outdoor Recreation Trips		48-001-R0785	Varies					638018/33300	Fee assessed for use of recreational equipment.	
Established Credentials		98-001-R0398	30.00	30.00	0%	30.00	0%	633502/33300	For establishing placement credentials.	
Additional Sets of Credentials		80-001-R0793	25.00	25.00	0%	25.00	0%	633502/33300	For additional placement credentials.	
Credential File Updated		98-001-R0398	20.00	20.00	0%	20.00	0%	633502/33300	To Update name, address, etc. on placement credentials.	
Program Completion Fee		127-101-R0505	Varies						Pass through fee, assessment based on participating institutions tuition.	
PE Building Locker Use Fee - Small		151-104-R0511	5.00	5.00	0%	5.00	0%	638018/33300	Charged for use of a small locker.	
PE Building Locker Use Fee - Large		151-104-R0511	10.00	10.00	0%	10.00	0%	638018/33300	Charged for use of a large locker.	
Racquet Rental Fee		151-104-R0511								
Students/Employees			0.50	0.50	0%	0.50	0%	638018/33300	Usage fee per day. Racquets, googles, balls.	
Recreational Pass		71-001-R0691	Varies					638018/33300	Fee charged to general public and MSU dependents for participation in leisure recreation program.	
Intramural Pass			-	5.00	New Fee	5.00	0%	638018/33300	Participation Fee for Intramural Sports Teams	
Self Support Program Fee		90-001-R0396	100.00	100.00	0%	100.00	0%	632220/33300	Per credit hour. Fee for self support classes.	
SOS/TRIO Fines		143-102-R0509	Varies					638034/33300	Damage, Loss and non-return of equipment.	
Special Summer Recreation Fee		151-104-R0511	40.00	40.00	0%	40.00	0%	638014/33300	Assessed students not enrolled during summer semester	
Study Abroad/Exchange Program Fee		127-101-R0505	Varies					632102/33300	Pass through fees to pay participating institutions for study abroad.	
Study Abroad Program Application Fee		111-101-R0501	150.00	150.00	0%	150.00	0%	632102/33300	Charged to students enrolling in study abroad program.	
Student Fee Deferment/Late Install Penalty		3-004-R0591	15.00	15.00	0%	15.00	0%	633000/33300	Fee for not making timely installment payment.	
Tennis Facility Fee		119-115-R0503	Varies					637000/33300	Usage fee for tennis center operations.	
Thesis Binding Fee		83-001-R0594	24.00	24.00	0%	24.00	0%	634114/33300		
Transcript Fee		80-001-R0793	3.00	3.00	0%	3.00	0%	633504/33300	1) Each student may receive one (1) free official transcript. 2) For every transcript request thereafter, \$3.00 charged per copy.	
Workshops and Conferences		22-001-R0978	Varies					632220/33300	Per credit hour. Fee is negotiated on the basis of what the participants to the workshop or conference wish to include. Individual contracts are negotiable. Charge will include regular student fee plus a workshop.	
Auxiliary										
Residence Hall Security Deposit (previously Room Damage Deposit)		167-102-R0515	125.00	125.00	0%	125.00	0%	644407/34301	Deposit for room reservation	Non Refundable room reservation; applies to first semester ro
Emergency Loan Origination Fee		127-101-R0505	15.00	15.00	0%	15.00	0%	644407/34301	Fee to defray the cost of establishing and collecting emergency loans.	
Handicapped Parking Fine		69-003-R0990	100.00	100.00	0%	100.00	0%	643000/34301	Fine for parking in handicapped zone.	
Immunization		114-107-R0302	Varies					645001/34301	To defray the costs of supplies and administering immunization. Variable depending on cost of serum	
Medical Testing Fees				Varies	New Fee	Varies		645001/34301	To defray the costs of supplies and administering tests. Variable depending on cost of testing.	Defray cost of Various testing.
Insight Fee		167-102-R0515	90.00	90.00	0%	90.00	0%	644407/34301	To defray cost of materials for residence hall alcohol policy violation.	Wage & Material Expense increases

NAME OF FEE	RUBRIC	BOR Authorization	Current FY 17 Fee	Proposed FY 18 Fee	% CHANGE	Proposed FY 19 Fee	% CHANGE	FUND	Description	Justification
Lock Change/Lost Key Fee		22-001-R0686	45.00	45.00	0%	45.00	0%	644407/34301	Charged to residence hall, lost key or lock change.	
Motor Vehicle Registration Fee		167-102-R0515								
Annual Permit		167-102-R0515	100.00	110.00	10%	115.00	5%	643000/34301	Fall/Spring/Summer fee for parking on both campus'.	Wage and Maintenance Expense increases
Academic Permit		167-102-R0515	85.00	85.00	0%	90.00	6%	643000/34301	Fall/Spring fee for parking on both campus'.	Wage and Maintenance Expense increases
Semester Permit		167-102-R0515	50.00	50.00	0%	55.00	10%	643000/34301	Per Semester fee for parking on both campus'.	Wage and Maintenance Expense increases
Semester Evening permit		167-102-R0515	40.00	40.00	0%	45.00	13%	643000/34301	Per Semester Evening fee for parking on both campus'.	Wage and Maintenance Expense increases
Summer Permit		167-102-R0515	32.00	35.00	9%	40.00	14%	643000/34301	Summer fee for parking on both campus'.	Wage and Maintenance Expense increases
Motorcycle Permit		167-102-R0515	18.00	20.00	11%	20.00	0%	643000/34301	Per Semester fee for parking on both campus'.	Wage and Maintenance Expense increases
ATV Permit		167-102-R0515	18.00	20.00	11%	20.00	0%	643000/34301	Per Semester fee for parking on both campus'.	Wage and Maintenance Expense increases
Hourly Pay'n'Display Permit		167-102-R0515	1.00	1.00	0%	1.00	0%	643000/34301	Hourly fee for parking on both campus'.	Wage and Maintenance Expense increases
Weekly Temporary Permit		167-102-R0515	5.00	10.00	100%	10.00	0%	643000/34301	Weekly fee for parking on both campus'.	Wage and Maintenance Expense increases
Reserved Annual Permit		167-102-R0515	175.00	200.00	14%	225.00	13%	643000/34301	Fall/Spring/Summer reserved space fee for parking on campus.	Wage and Maintenance Expense increases
Non-Transferable VIP Permit		167-102-R0515	10.00	10.00	0%	15.00	50%	643000/34301	Fall/Spring/Summer fee for parking on both campus'.	Wage and Maintenance Expense increases
Parking Fines-General		80-001-R0793	25.00	25.00	0%	25.00	0%	643000/34301	Maximum fine for each violation of motor vehicle	
Parking Fines-Handicap		69-003-R0990	100.00	100.00	0%	100.00	0%	643000/34301	or parking regulations. Schedule on file in	
Parking Fines-False Use			20.00	30.00	50%	40.00	33%	643000/34301	Commissioner's office.	
Parking Fines-Late Fee		80-001-R0793	5.00	7.50	50%	8.00	7%	643000/34301		
Parking Towing Fee		151-104-R0511	Varies					643000/34301	Cost related to towing of a vehicle.	
Residence Network Fee		143-102-R0509	75.00	75.00	0%	75.00	0%	644407/34301	Provide internet access to residence halls.	
Residence VOIP Phone Fee		143-102-R0509	100.00	100.00	0%	100.00	0%	644407/34301	Provide phone service to residence halls.	
Residence Guest Fee - Single		167-102-R0515	33.00	34.00	3%	35.00	3%	644407/34302	Guest Service for Room Rent	Utility, wage, repair and replacement expenses
Residence Guest Fee - Double		167-102-R0515	28.00	29.00	4%	30.00	3%	644407/34303	Guest Service for Room Rent	Utility, wage, repair and replacement expenses
Social Fee		167-102-R0515	15.00	15.00	0%	15.00	0%	644407/34302	Social Networking Fee	Currently approved and included in Residence Room Fee. List Seperately
Double Room		167-102-R0515	2,095.00	2,160.00	3%	2,225.00	3%	644407/34301	Residence Hall Rent	Utility, wage, repair and replacement expenses
Single Room		167-102-R0515	2,560.00	2,635.00	3%	2,715.00	3%	644407/34301	Residence Hall Rent	Utility, wage, repair and replacement expenses
Residence Hall Variable Room Damages		167-102-R0515	Varies	Varies		Varies		644407/34302	To defray the cost of room damage replacement, etc	Defray cost of damages
Family Housing - 2 bedroom		159-101-R0513	550.00	550.00	0%	550.00	0%	644407/34301	Family Apartment Rent - Monthly	
Family Housing - 3 bedroom		159-101-R0513	600.00	600.00	0%	600.00	0%	644407/34301	Family Apartment Rent - Monthly	
Meal Plan -Gold		167-102-R0515	1,660.00	1,710.00	3%	1,778.00	4%	644407/34301	The current meal plan is	Increase in food and prevailing wages.
Meal Plan - Silver		167-102-R0515	1,580.00	1,628.00	3%	1,693.00	4%	644407/34301	being completely revised including the number and types of meals	
Meal Plan - Bronze		167-102-R0515	1,560.00	1,607.00	3%	1,671.00	4%	644407/34301	being offered to students.	
Meal Plan - Copper		167-102-R0515	1,465.00	1,509.00	3%	1,570.00	4%	644407/34301	Meal Plan - residence hall students are required to select one plan	
Agency										
Liability Insurance		48-001-R0785	Varies					604000/80350	Student liability insurance for clinical courses.	
Student Health Insurance		103-001-R0599	Varies					604000/80350	Optional student health insurance per semester.	
									MUS Student Health Insurance Consortium. Negotiated Annually.	
Student Accident Insurance		103-001-R0599	8.00	8.00	0%	8.00	0%	604000/80350	Accident student insurance for high risk program students per semester. Negotiated annually.	

THE MONTANA UNIVERSITY SYSTEM
Inventory and Validation of Fees -- Fiscal Years 2018 and 2019
New or Changing **Non-Mandatory Fees Only**-- Rates per Semester

Unit Name: Montana State University at BILLINGS										
NAME OF FEE	RUBRIC Course #	BOR AUTHORIZATIO	CURRENT FY 17 FEE	FY 18 FEE	Dollar CHANGE	% CHANGE	FY 19 FEE	Dollar CHANGE	% CHANGE	Banner FUND
Program Fees										
Master of Health Administration Program Fee			-	800.00	800.00	New Fee	800.00	-	0%	611000
Justification: Nationally and locally, there is a need for well-educated and experienced Health Administrators and MSUB will continue to educate students to fill those positions. The instructor positions within the MHA program will transition from contract professionals to tenure track faculty as positions are vacated through retirements. Salaries for tenure track Health Administration faculty are higher than current salaries and substantially higher than the salary matrix in the faculty collective bargaining agreement. Additional fees are required to support the salaries for the new tenure track Health Administration faculty. The Health Administration advisory Board with professional and student membership supports the proposed program fee to ensure we maintain an excellent high quality Health Administration program. The MHA program has added four required Professional Seminars to the Program of Study. Each of the Professional Seminars (PS) is two days, on-campus. There is one PS each semester of the MHA degree program which is otherwise taught online. There are now four Professional Seminars each year for the two MHA cohorts. During the past eighteen months we have piloted the addition of Professional Seminars. They have been immensely successful, providing a scheduled time for online students to come to campus for professional presentations by Montana healthcare leaders and interactions with presenters, instructors, community mentors and with their fellow students. The students also experience a live classroom where they can practice and develop their competencies in communications, teamwork, and professionalism. Student feedback has been overwhelmingly positive and the Professional Seminars are becoming an essential, integral part of the graduate program. The fee will allow expansion of these successful professional seminars.										
RN to BSN Program Fee		171-2702-R0516	-	800.00	800.00	New Fee	800.00	-	0%	611000
Montana University System Board of Regents (BOR) approved the RN to BSN degree completion program along with this program fee at the September 2016 meeting. The revenue from this program fee will be used to cover program expenses including but not limited to instructional personnel and supplies.										
Pass Through Fees										
Auto Technician	AST 285	143-102-R0509	150.00	184.00	34.00	23%	184.00	-	0%	633142
Justification: This course fee is a pass through test fee. Students in AST 285 take the ASE (Automotive Service Excellence) tests. The cost of the testing has increased from \$150 to \$184.										
Fundamental Photovol Design Install	NRGY 243	167-102-R0515	95.00	125.00	30.00	32%	125.00	-	0%	633162
Justification: This course fee is a pass through test fee. Students in NRGY 243 take the NABCEP (North American Board of Certified Energy Practitioners) certification test. The cost of the testing has increased from \$95 to \$125.										
Updates to Existing Course Fees										
Health Occupation Rad Tech	AHXR 151 161 181	143-102-R0509	35.00	20.00	(15.00)	-43%	20.00	-	0%	633155
Justification: As radiography has evolved, digital xray has replaced the traditional film xray in many settings. This course fee was created to cover the cost of film xray supplies, and although film xray techniques are taught because many rural locations still use this method, the cost of supplies has decreased dramatically with the incorporation of digital xray in the lab component of the program. The requested decrease in the course fees for AHXR 151 161 and 181 is a reflection of the decrease in the consumption of supplies for these classes.										
Health Occupations Paramedic	ECP 208	159-101-R0513	260.00	260.00	-	0%	260.00	-	0%	633134
Justification: Currently, this course fee is a pass through test fee. Students in ECP 208 take the ACLS certification tests. The test is purchased through Billings Clinic and administered by the instructor. However, there are lab supplies that are required and consumed during the test by the students. We would like to alter the course fee description to make this fee available for the purchase of the test and the requisite supplies that are necessary to administer the test to the students.										
Health Occupations Paramedic	ECP 222	159-101-R0513	480.00	480.00	-	0%	480.00	-	0%	633134
Justification: Currently, this course fee is a pass through test fee. Students in ECP 222 take the PALS/NRP certification tests. The test is purchased through Billings Clinic and administered by the instructor. However, there are lab supplies that are required and consumed during the test by the students. We would like to alter the course fee description to make this fee available for the purchase of the test and the requisite supplies that are necessary to administer the test to the students.										
Health Occupations Paramedic	ECP 233	127-101-R0505	125.00	125.00	-	0%	125.00	-	0%	633134
Justification: Currently, this course fee is a pass through test fee. Students in ECP 233 take the trauma pulmonary certification tests. The test is purchased through Billings Clinic and administered by the instructor. However, there are lab supplies that are required and consumed during the test by the students. We would like to alter the course fee description to make this fee available for the purchase of the test and the requisite supplies that are necessary to administer the test to the students.										
Sculpture	ARTZ 251, 351, 451, 494	111-101-R0501	60.00	100.00	40.00	67%	100.00	-	0%	633122
Explanation: The Sculpture Studio at the MSUB Department of Art has gone through a number of equipment upgrades over the past three years. These upgrades include an expanded woodshop, metal shop and sand casting facility for metal casting. The upgraded equipment has changed the curriculum and is directly tied to the use of additional consumable materials by students taking Sculpture courses. Increased revenue from course fees will permit the studio to run more effectively and smoothly to create a more conducive studio environment for student creativity. Justification: The course fees for Sculpture have not changed for a long time. I found evidence that it hasn't changed in over 20 years. The fee of \$60.00 is simply not adequate for a course that utilizes as many processes and materials that are mandated in the Sculpture curriculum. The increase of course fees to \$100.00 will directly improve the quality of student performance by allowing for more consumable supplies. I have researched the fees for the same courses (ARTZ 251,351,451, 494) at The University of Montana that equate to \$47.00 per credit (by 4 credits) that equal to \$188.00. The Sculpture programs at both The University of Montana and Montana State University Billings utilize similar if not the same processes. The fee increase will allow the Art Department at MSUB to maintain and grow the Sculpture concentration to be on par with other schools both regionally and nationally. Usage of Fee: The increase in Sculpture course fees will directly equate to consumable materials for students enrolled in courses. The fees would be used for everything from wood, steel, bronze, aluminum, casting supplies, plaster, hardware, and etcetera. The fees would also be used for replacing blades, knives, sanding belts, welding gasses, welding wire, electrodes and etcetera. Another area the fees would be used for is personal safety equipment such as hearing protection, disposable gloves, eye protection and dust/respirator masks. Impact of the Fee Increase: The fee increase will directly impact student's ability to not only experience and make from abroad range and perspectives but it will also alleviate some of the financial and logistical problems of acquiring materials. I will be able to buy in bulk much of the construction materials for students.										
Studio Essentials	ARTZ 101	111-101-R0501	10.00	40.00	30.00	300%	40.00	-	0%	633131

Justification: Studio Essentials provides consumable art materials that become student property as art projects and assignments for the ARTZ101: Art Fundamental course (3 credits.) This course serves as a general education course covering an overview of studio art methodology. The increase in course fee to \$40 per student will allow the instructor to purchase materials in bulk and at discounted rates for the students. It will also provide the quality of materials needed for projects that are unavailable locally. Current student projects are being limited with the lack of materials not available locally to be purchased by the students individually and the cost of materials has substantially increased since 2001. Usage of Fee: The fee will be used to provide consumable art materials for the course. Specific materials provided include: paper, set of golden paints and medium, 3D project building materials such as foam core, glue, metal rods, wood, wood glue, and clayshay, graphite and charcoal powder. The impact to students will relieve the pressure of ordering art materials online and finding specialized materials on their own. The increased fee will more closely align with other studio courses as most 2-D studio course have a course fee of \$40. The course projects will take on a more rigorous approach with less hesitation to use materials when they are provided for the students. Currently we offer ARTZ101: Art Fundamentals three times a year in the fall, spring and summer terms. The course is capped at 20 students.

Adult Nursing III Lab	NRSG 260 (formerly NRSG 265)	143-102-R0509	125.00	125.00	-	0%	125.00	-	0%	633142
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Justification: NRSG 260 Adult Nursing III Lab is a new course in the revised ASN curriculum. It will replace NRSG 265 Advanced Skills Lab. This fee will continue to provide the supplies/consumables for the lab.

New Course Fees

Health Occupation Rad Tech	AHXR 195B		-	225.00	225.00	New Fee	225.00	-	0%	
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Justification: Students in the Rad Tech Program must take the ARRT Limited X-Ray Technologist exam to be eligible to become a MT Licensed Limited X-Ray Technologist so that they are able to work in the hospital for the clinical courses in the program. The \$225 for the test and licensing is burdensome for many students. Creating a course fee will allow the students to pay for the exam when they register for the course and use financial aid funds if needed.

Pharmacy Tech Lab	PHAR 104		-	100.00	100.00	New Fee	229.00	129.00	129%	
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Justification: The Pharmacy Technician Certificate of Applied Science Degree is a new offering at Montana State University Billings City College and will begin accepting students for Fall semester 2017. Students selecting this program will be assessed a \$100.00 fee that will be used to cover the cost of consumable lab supplies such as IVs, syringes, compounding supplies, etc.

PTCE Exam Fee	PHAR 121		-	129.00	129.00	New Fee	229.00	100.00	78%	
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Justification: The Pharmacy Technician Certificate of Applied Science Degree is a new offering at Montana State University Billings City College and will begin accepting students for Fall semester 2017. Students selecting this program will be assessed \$129.00 pass through testing fee will be assessed to cover the cost of the required Pharmacy Technician Certification Examination (PTCE) to be completed at the conclusion of the program.

Intro to Networking	NTS 104		-	10.00	10.00	New Fee	10.00	-	0%	
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Justification: The students in NST 104 use network cabling adapters, connectors and other lab supplies over the course of the semester. These materials are necessary to complete the requirements and objectives of this course and cannot be reused.

Pharmacology for Nurses Lab	NRSG 136, 231, 233		-	50.00	50.00	New Fee	50.00	-	0%	
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Justification: NRSG 136 Nursing Pharmacology for Nurses Lab is a new course in the revised Practical Nursing certificate curriculum. This course has consumables required for medication administration. The fees will be used to purchase the consumable/supplies. NRSG 231 Nursing Pharmacology Lab is a new course in the revised ASN curriculum. This course has consumables required for medication administration. The fee will be used to purchase the consumables/supplies. NRSG 233 Foundations of Nursing Lab Fee is a new course in the revised ASN curriculum. This course allows students to practice with equipment that they will be using in clinical settings with patients. The fee will be used for foley catheter kits, dressing change supplies, etc.

Updates to Other Existing Designated/Auxiliary Fees

Designated Fees										
New Student Services Fee		143-102-R0509	79.00	80.50	1.50	2%	82.00	1.50	2%	633501

Justification: The New Student Services fee is a one time only fee charged to students with an "N" student classification. The fee collected is deposited in our orientation account to support the orientation programs. With recent changes to our orientation program we have enhanced the academic component and have increased faculty involvement. Based on current faculty contracts, faculty are paid a stipend to assist with orientation. The beneficial increased participation from faculty is a new cost to the orientation budget. We are proposing a fee increase so that we are able to continue to financially support the program as we continuously improve and strengthen the orientation experience.

Parking Permits:

Annual Permit	143-102-R0509	100.00	110.00	10.00	10%	115.00	5.00	5%	643000
Academic Permit	143-102-R0509	85.00	85.00	-	0%	90.00	5.00	6%	643000
Semester Permit	143-102-R0509	50.00	50.00	-	0%	55.00	5.00	10%	643000
Semester Evening Permit	143-102-R0509	40.00	40.00	-	0%	45.00	5.00	13%	643000
Summer Permit	143-102-R0509	32.00	35.00	3.00	9%	40.00	5.00	14%	643000
Motorcycle Permit/ATV Permit	143-102-R0509	18.00	20.00	2.00	11%	20.00	-	0%	643000
Hourly Pay'n'Display Permit	143-102-R0509	1.00	1.00	-	0%	1.00	-	0%	643000
Weekly Temporary Permit	143-102-R0509	5.00	10.00	5.00	100%	10.00	-	0%	643000
Monthly		20.00	35.00	15.00	75%	35.00	-	0%	643000
Reserved Annual Permit	143-102-R0509	175.00	200.00	25.00	14%	225.00	25.00	13%	643000
Non-Transferable VIP Permit	143-102-R0509	10.00	10.00	-	0%	15.00	5.00	50%	643000

Citations/Fines:

General Violations	80-001-R0793	20.00	25.00	5.00	25%	25.00	-	0%	643000
Disabled Space	69-003-R0990	100.00	100.00	-	0%	100.00	-	0%	643000
False Use		20.00	30.00	10.00	50%	40.00	10.00	33%	643000
Late Fee	80-001-R0793	5.00	7.50	2.50	50%	8.00	0.50	7%	643000

Justification: Parking fees cover the purchase of parking permits, tickets and fund parking lot maintenance, (Sweeping, striping, patching, signage, and snow removal). The funds also include parking enforcement and monitoring. In an effort to keep up with the rising cost of doing business, parking fees need to be adjusted.

Proctoring Fee		119-115-R0503	35.00	Varies			Varies			634159
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Justification: The proctor fee is charged to anyone who uses the testing center for that service. Most of the customers are from outside the university. For example, we have quite a few MCC nursing students that use the proctoring services along with a handful of MSUB students that use it as well. With our current staff, equipment, and available space, the testing center is booked solid for the most part. The proctor fees are required to be set at a rate comparable with businesses that offer proctoring services in the area. Changing the Fee from \$35 to a variable cost will allow the charge to more accurately reflect the cost of each test, depending on the length of time and requirements.

Auxiliary Fees

RESIDENCE HALL ROOMS:

Double Room per semester	167-102-R0515	2,095.00	2,160.00	65.00	3%	2,225.00	65.00	3%	644407
Single Room per semester	167-102-R0515	2,560.00	2,635.00	75.00	3%	2,715.00	80.00	3%	644407

Justification: The primary reason for the requested increase is to budget for inflation costs associated with inflation of utilities (projected at 4%) and other aspects of housing and residential life at MSUB including student staffing related to live on requirement updates. Additionally, requested fee increases will support current and long range facilities needs. Deferred maintenance items have been identified and there are some items that can be completed within the next two years to bring items up to date while still fitting within the long-range master plan update. These items include:

- Upgrade to computer labs into interactive learning spaces
- Petro Hall Lobby Floor Replacement
- Painting of all residence hall rooms and door jams
- Apsaruke Fan Coil Replacement

Summer Conference:

Residence Guest Fee - Single	167-102-R0515	33.00	34.00	1.00	3%	35.00	1.00	3%	644407
Residence Guest Fee - Double	167-102-R0515	28.00	29.00	1.00	4%	30.00	1.00	3%	644407

Justification: Guests staying in the residence halls are assessed a nightly fee. Revenue will be used to cover expenses related to their stay including but not limited to summer staff, laundry, building operations, and other miscellaneous services including inflation related to utilities (projected at 4%).

BOARD:

Meal Plan -Gold/Platium	167-102-R0515	1,660.00	1,710	50.00	3%	1,778.00	68.00	4%	644403
Meal Plan - Silver	167-102-R0515	1,580.00	1,628	48.00	3%	1,693.00	65.00	4%	644403
Meal Plan - Bronze/Nickel	167-102-R0515	1,560.00	1,607	47.00	3%	1,671.00	64.00	4%	644403
Meal Plan - Copper	167-102-R0515	1,465.00	1,509	44.00	3%	1,570.00	61.00	4%	644403

Justification: We propose a 3% increase in board rates for the 2017-2018 academic year and a 4% increase in 2018-2019 academic year. Our inflationary rate increase is based on the following metrics: PPI for Finished Consumer Foods, Employment Cost Index, Compensation Guidelines for Benefits, PPI Series – Paper Boxes and Containers, PPI Series Finished Goods – Non-Food.

New Designated or Auxiliary Fees

Intramural Pass				-	5.00	5.00	New Fee	5.00	-	0%	633302
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Justification: This is a miscellaneous fee to be charged only to students who wish to participate in intramural sports. Participation in team sports would require the purchase of an intramural pass. The intramural pass would be a secondary funding source for the intramural program. Revenue generated will help cover the costs of intramural equipment, student referees and the intramural program director.

Enhanced Co-Requisite Fee

				-	Various		New Fee	Various			
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Justification: This fee will cover the additional instructional hours of the enhanced co-requisite courses. These enhanced courses will replace the need of developmental courses. This misc fees will vary per credit but no more than \$350 per course.

Medical Testing Fees

				-	Various			Various			645001
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Justification: The Medical Testing Fees are designed as pass through fees for students who agree to these tests as part of their medical care in Student Health Services. Including but not limited to the following medical tests:

- * Strep throat test \$10.00 per test first year and adjustments as necessary following years
- * Mono test \$10.00 per test first year and adjustments as necessary following years
- * Urinary tract infection \$10.00 per test first year and adjustments as necessary following years
- * Wart treatment \$15.00 per treatment and adjustments as necessary following years

Justification: These nominal fees will help Student Health Services continue to provide excellent, affordable health care yet help meet the ever-increasing costs associated with day-to-day business, including salaries, wages, benefits, rent, supplies, programming, etc.

THE MONTANA UNIVERSITY SYSTEM

Total Average Annual Cost of Attendance -- Fiscal Years 2017, 2018 and 2019
For An Undergraduate Full Time Student (12 credits per semester)

Montana State University Billings	2016-17		2017-18		2018-19	
	Resident	Nonresident	Resident	Nonresident	Resident	Nonresident
Annual Tuition	\$ 4,397	\$ 16,662	\$ 4,397	\$ 17,162	\$ 4,485	\$ 17,678
Annual Mandatory Fees	\$ 1,429	\$ 1,554	\$ 1,429	\$ 1,554	\$ 1,429	\$ 1,554
Average annual room and board	\$ 7,690	\$ 7,690	\$ 7,920	\$ 7,920	\$ 8,186	\$ 8,186
Average annual cost for books/supplies	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,460
Average cost of course fees	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Total Average Cost of Attendance	\$ 15,026	\$ 27,416	\$ 15,256	\$ 28,147	\$ 15,610	\$ 28,928
Annual Dollar Increase			\$ 230.00	\$ 730.40	\$ 354.08	\$ 781.76
Annual Percent Increase			1.5%	2.7%	2.3%	2.8%

Montana State University Billings, City College	2016-17		2017-18		2018-19	
	Resident	Nonresident	Resident	Nonresident	Resident	Nonresident
Annual Tuition	\$ 2,472	\$ 6,688	\$ 2,472	\$ 7,022	\$ 2,472	\$ 7,374
Annual Mandatory Fees	\$ 1,357	\$ 1,482	\$ 1,357	\$ 1,482	\$ 1,357	\$ 1,482
Average annual room and board	\$ 7,690	\$ 7,690	\$ 7,920	\$ 7,920	\$ 8,186	\$ 8,186
Average annual cost for books/supplies	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,460	\$ 1,460
Average cost of course fees	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Total Average Cost of Attendance	\$ 13,029	\$ 17,369	\$ 13,259	\$ 17,934	\$ 13,525	\$ 18,552
Annual Dollar Increase			\$ 230.00	\$ 564.32	\$ 266.00	\$ 618.08
Annual Percent Increase			1.8%	3.2%	2.0%	3.4%

THE MONTANA UNIVERSITY SYSTEM
 Inventory and Validation of Fees -- Fiscal Years 2018 and 2019
 Room & Board

Unit Name: Montana State University at BILLINGS										
NAME OF FEE	RUBRIC Course #	BOR AUTHORIZATION	CURRENT FY 17 FEE	FY 18 FEE	Dollar CHANGE	% CHANGE	FY 19 FEE	Dollar CHANGE	% CHANGE	Banner FUND
Updates to Other Existing Auxiliary Fees										
Auxiliary Fees										
RESIDENCE HALL ROOMS:										
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