

MONTANA BOARD OF REGENTS OF HIGHER EDUCATION  
Policy and Procedures Manual

SUBJECT: FINANCIAL AFFAIRS  
Policy 940.3 – Mandatory Fees

**Adopted: May 24, 2018; Revised May 22, 2019**

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### **I. Board policy**

The campuses of the Montana University System may assess student mandatory fees dedicated to the support of the categories listed below. The definitions provided are general descriptions of fee categories and are not intended to replace the specific designated purpose assigned to individual campus fees at the time they were approved.

BOR Policy 940.12.1 defines a Mandatory Fee as: “[those] assessed to all students registering at the campuses, regardless of the academic program or course of study chosen by the student” (unless explicitly exempted by another Board of Regents Policy).

#### **Mandatory Fee Categories:**

- A. Athletic Fees— support intercollegiate athletic programs and allow the student to be admitted to campus athletic events to the extent deemed practical by the campus administration.
- B. Building and Facilities Fees—support the repayment that financed the construction and/or remodeling of buildings, as well as for operations and maintenance.
- C. Building and Facilities (Non-resident only) fees— non-resident students pay an additional amount towards building costs.
- D. Computer/Technology Fees— support campus-wide technology infrastructure, including computing equipment, software, and maintenance, as well as computer networks and related infrastructure/systems.
- E. Equipment Fees— support the purchase, maintenance, or lease of equipment which will provide a primary benefit to an educational program including libraries. and other related capital acquisitions.
- F. Health Service Fees— support the campus health center or provide students with medical, dental, counseling or health enhancement services.
- G. Library Fees—support library operations, including the purchase of library acquisitions, books, manuscripts, monographs, electronic resources, and other materials for the Library, as well as expanded hours of operation.
- H. Recreation Fees— allow student access to campus recreation facilities and support other recreational activities offered on campus, which may include intramural sports. Funds may be used to operate and maintain recreational facilities.
- I. Student Government/Activity Fees— support the operations and activities of student government, which may include student transportation related fees, radio, student newspapers, or recycling/sustainability.
- J. Student Support Fees— support the operation of academic support services and centers.

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- K. Student Union Fees– support operations, or deferred maintenance projects or long-term debt of student union buildings.

**Approval Requirements** – the following mandatory fees require specific Board of Regents approval as set forth below.

1. Building and Facility Fee Uses

- A. When a construction project to be financed by new or existing building fees in an amount more than \$200,000, an election or survey of student opinion shall be conducted by the duly constituted student government organization on the proposition. The determination of which means of ascertaining student views is to be used shall be made by the campus administration in consultation with the student government.
- B. The president or chancellor of a campus shall report the result of the election or survey to the Commissioner of Higher Education who shall apprise the Board of Regents of it to assist the Board in making its decision regarding the establishment of a new fee or major construction.

2. Computer Fee Uses

- A. Each chief executive officer shall establish procedures which include a computer fee advisory committee made up of a minimum of 50% students to provide for student advice in the use of these funds.
- B. 10% of all collections shall be reserved on campus for system-wide projects for the benefit of all campuses; provided, however, that these reserved funds may be utilized for campus or unit projects with the approval of the Commissioner of Higher Education. The funds may be released by the Commissioner to the individual campuses upon yearly review.

3. Equipment Fee Uses

Each chief executive officer shall establish procedures which include an equipment fee advisory committee made up of a minimum of 50% students to provide for student advice in the use of these funds.

4. Student Government/Activity Fee Uses

The budgets and funds in the possession of the associated student government associations of the Montana University System, including student activity fees, shall be allocated by only the officials of the respective student government. These allocation processes will be pursuant to the Associated Students Constitution of the campuses, as approved by the campus's chief executive officer. No impairment of existing contractual obligations shall occur in the allocation of such funds.

**Exemption from Certain Mandatory Fees for Distance and Incarcerated Students**

- 1. Campuses shall make students exempt from certain mandatory fees under this section if they are unable to use the services funded by the mandatory fees due to special circumstances, including, but not limited to, incarceration or residence at a distance from campus that makes it unlikely the student can regularly access on-campus services (including if the student is participating in a full-term off-site

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clinical or student teaching experience). Each campus will set an objective measure for which distance education students are eligible for fee exemption under this section.

2. For students described in 1 above, campuses shall only waive the following mandatory fees:
  - A. Athletic Fees;
  - B. Health Services Fees;
  - C. Recreation Fees; and
  - D. Student Government / Activity Fees.
3. Campuses, at their discretion, may offer students for whom fees are waived the opportunity to pay any or all the above fees listed on a positive check-off basis.
4. This fee waiver applies only when a student is taking State-supported, credit-bearing courses and the campus has determined the student will generally not be able to consume the service(s) funded by the waived fees.