



CHANCELLOR SONNY PERDUE  
270 WASHINGTON STREET, S.W.  
ATLANTA, GEORGIA 30334

PHONE: (404) 962-3000  
FAX: (404) 962-3013  
EMAIL: CHANCELLOR@USG.EDU



April 17, 2024

Presidents  
University System of Georgia  
*sent via email*

Dear Presidents:

The Board of Regents (BOR) of the University System of Georgia (USG) met on April 16, 2024, on the campus of Gordon State College in Barnesville, Georgia. During this meeting, the following BOR policy was revised:

**Finance and Business**

**Ø Board Policy 7.3.4.2 Waiver of Mandatory Fees**

Attached as an Exhibit is a document that provides background information on the policy revision, the effective date of the policy revision, and also shows the language added / removed from the policy section. Questions regarding this policy revision should be directed to Tracey Cook, Chief Fiscal Officer. Ms. Cook may be reached at [tracey.cook@usg.edu](mailto:tracey.cook@usg.edu).

Please share widely with the appropriate offices at your institution to include Academic Affairs, Student Affairs, Human Resources, Facilities, Fiscal Affairs, Legal Affairs, Audit, and Compliance.

Sincerely,



Sonny Perdue  
Chancellor

Enclosure

cc: Tracey Cook, Chief Fiscal Officer  
Teresa MacCartney, Chief Operating Officer  
Dr. Ashwani Monga, Executive Vice Chancellor & Chief Academic Officer  
Ashley Jones May, Chief of Staff and Vice Chancellor for External Affairs  
Dr. Angela Bell, Vice Chancellor for Research and Policy Analysis  
Dr. Timothy Chester, Chief Information Officer  
Jeff Davis, Vice Chancellor for Fiscal Affairs

Karin Elliott, Vice Chancellor for Human Resources  
Dr. Scot Lingrell, Vice Chancellor for Enrollment Management and Student Affairs  
Chris McGraw, Vice Chancellor for

**Exhibit**  
**BOARD OF REGENTS POLICY MANUAL**  
**Revised Policy with Markup**  
**Meeting of April 16, 2024**

**Revisions to Board of Regents Policy Manual, Section 7.3.4.2 Waiver of Mandatory Fees**

**Background:**

The purpose of this policy change is to bring policy language in line with the new proposed mandatory fee structure to charge fully online students a portion of all mandatory fees, which will be named the Online Learning Fee. Additionally, all references to the special institutional fee are being removed as this fee has been eliminated.

The Online Learning Fee may be pro-rated for part-time, online students, per each institution's policy for part time proration and in accordance with Section 7.3.4.2. As with other mandatory fees, this fee may

Waivers and exemptions of the special institutional fee are specifically addressed in the Resolution approved by the Board of Regents on April 12, 2012.

Each USG institution shall document its student fee waiver strategy or plan. Upon request, USG institutions shall provide the student fee waiver plans to the Chancellor or his or her designee.

### **Revised Policy Language in Change Tracker**

#### **7.3.4.2 Waiver of Mandatory Fees**

An institution may waive or reduce mandatory fees, ~~except the special institutional fee~~, for:

- Students who are enrolled for fewer than six credit hours;
- Students enrolled in summer semesters;
- Students who reside or are jointly enrolled at another institution;
- Students enrolled in practicum experiences (e.g., student teachers) or internships located at least 50 miles from the institution;
- Students enrolled in distance learning courses or programs who are not also enrolled in on-campus courses nor residing on campus; **Such students shall be charged an Online Learning Fee that must equal or exceed the institution's Technology Fee plus fifty percent (50%) of all other Board approved institutional mandatory fees.**
- Students enrolled at off-campus centers, except that the institution shall be authorized to charge select fees to these students for special services subject to approval by the Board of Regents;
- Students enrolled in a study abroad program and not enrolled on campus during that same semester; and,
- Members of the armed services utilizing the military's tuition assistance programs or paying their own way to attend the institution.

~~Waivers and exemptions of the special institutional fee are specifically addressed in the Resolution approved by the Board of Regents on April 12, 2012.~~

Each USG institution shall document its student fee waiver strategy or plan. Upon request, USG institutions shall provide the student fee waiver plans to the Chancellor or his or her designee.

### **New Policy Language:**

#### **7.3.4.2 Waiver of Mandatory Fees**

An institution may waive or reduce mandatory fees for:

- Students who are enrolled for fewer than six credit hours;
- Students enrolled in summer semesters;
- Students who reside or are jointly enrolled at another institution;
- Students enrolled in practicum experiences (e.g., student teachers) or internships located at least 50 miles from the institution;
- Students enrolled in distance learning courses or programs who are not also enrolled in on-campus courses nor residing on campus. Such students shall be charged an Online Learning Fee that must equal or exceed the institution's Technology Fee plus fifty percent (50%) of all other Board approved institutional mandatory fees.

