

# FERRIS STATE UNIVERSITY

Preliminary Fiscal 2019-20 General Fund

Operating Budget Recommendation

*Approved by the Board of Trustees June 17, 2019*

June 2019



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TABLE OF CONTENTS

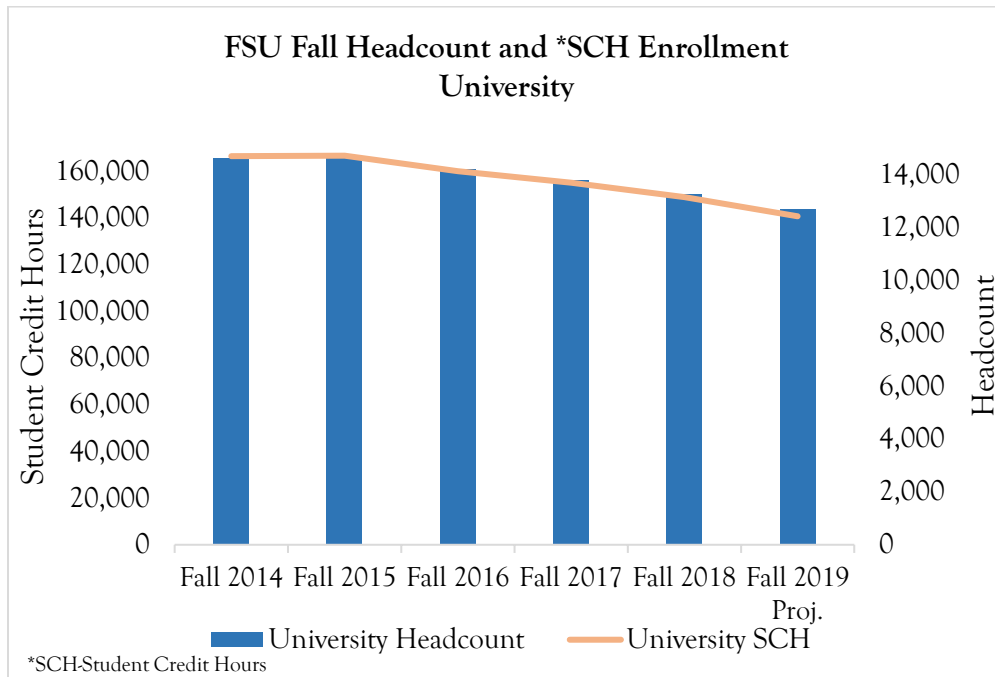
Enrollment.....	1-3
State Funding .....	3-4
Tuition Rates FY 2019-20 .....	4-6
Revenues/Expenses .....	7-9
Preliminary FY 2018-19 General Fund Operating Budget.....	10-11
Appendices	
Routine Contracts FY 2019-20	
Student Services/Supply Fees List 2019-20	

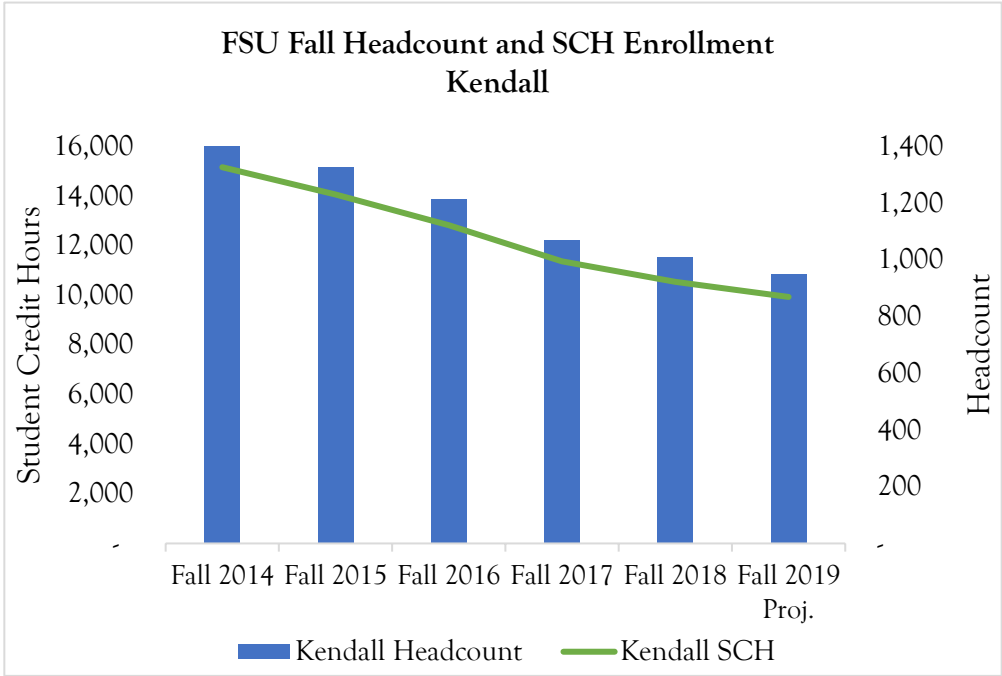
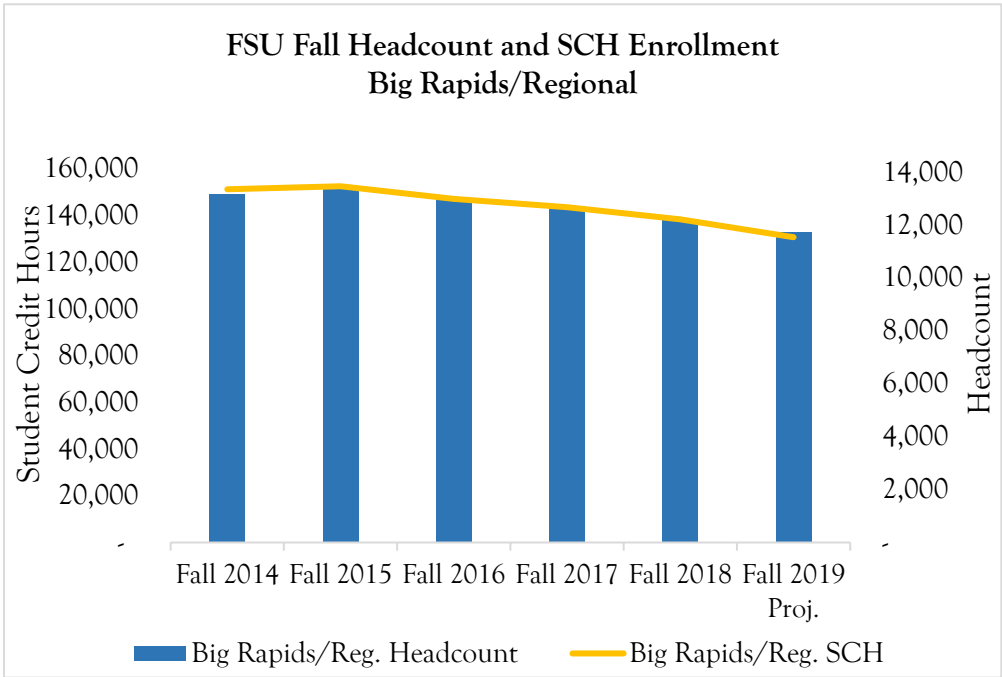
**Ferris State University  
Fiscal 2019-20 General Fund Operating Budget  
Preliminary Recommendation  
June, 2019**

The University general fund operating budget is put before the Board of Trustees for approval in two stages. A preliminary budget is recommended in the spring to establish tuition rates and base operating support levels for the new fiscal year which begins on July 1. In the fall, when enrollment and State funding decisions are known, a final budget is presented for consideration.

The major driver to the general fund budget is student enrollment. Over the past five years Ferris has experienced a decline in headcount enrollment of 9.2 percent.

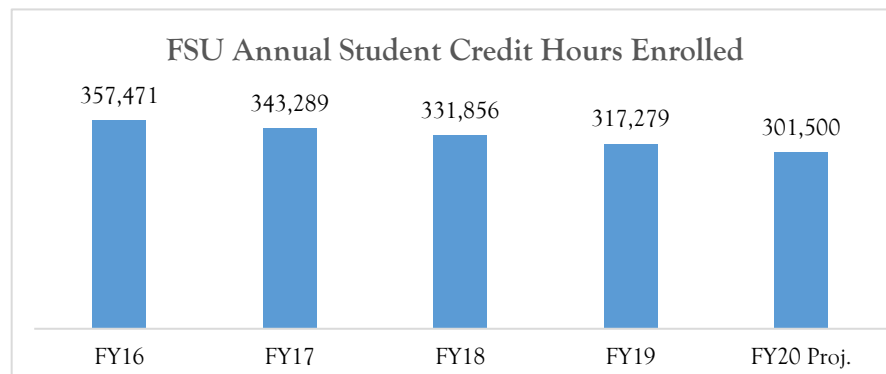
This decline, as is the case throughout the State and the Midwest, is related to the decline in the number of high school graduates. In Michigan, the number of high school graduates will decline by 15 percent over the next decade. It is clear that enrollment will be challenged for the foreseeable future and the University will strategically address that challenge. Enhanced competition by Michigan universities for a declining pool of students will require that strategy to focus on the unique opportunities a Ferris education can provide.





## Fall 2019 Enrollment

The Enrollment Services office projections for next fall reflect an estimated 4 percent reduction in the number of students at Big Rapids/regional sites. Enrollment at Kendall is projected to decline 5.7 percent for an estimated annual student credit hour enrollment of 301,500.



## Enrollment Required Budget Adjustments

The estimated enrollment reductions will result in a projected budget shortfall of \$5.4 million. The FY20 general fund expense budget is reduced by this amount. The following reductions are reflected in this preliminary budget recommendation and are subject to adjustment as they are implemented by vice presidents. Any such adjustments will be reflected in the final budget recommendation this fall.

Compensation Reduction	32.0 Positions	\$4.45M
Operating Reduction		\$ .52M
Scholarship Reallocation		<u>\$ .49M</u>
Total		\$5.44M

## Actual Summer 2019 Enrollments

Summer enrollment is 8 percent below last year's level requiring a further budget reduction of \$390K which will be identified as part of the final budget recommendation this fall.

## State Funding

The executive budget recommendation for higher education included a 3 percent across-the-board funding increase for Michigan universities; the existing funding formula was not supported in the

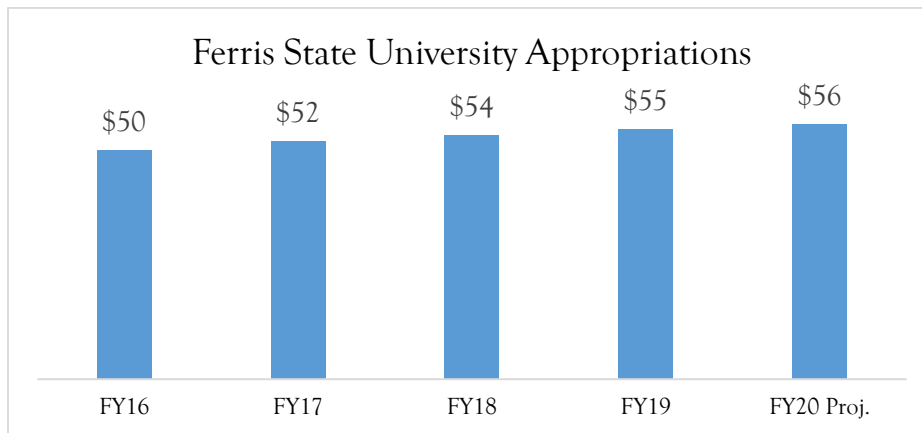
governor’s budget. The executive higher education recommendation is typically reduced through the legislative process. The following chart reflects legislative recommendations to date:

Component	Executive	Senate	House
Operations	3.0%/FSU 3.0%	1.5%/FSU 2.5%	.7%/FSU 1.8%
Tuition Restraint	3.2%/\$427	4.4% or \$587	3.2% or \$427

This preliminary budget assumes a 2 percent funding increase.

Current 2019 State Appropriation	\$54,950,700
Projected 2020 State Appropriation	<u>\$56,049,714</u>
Increase	\$ 1,099,014

The executive budget recommendation is supported by a number of tax increases which have not yet gained wide support from the legislature. It is expected that this year’s appropriation cycle may take longer to complete than has been the case in recent years. Any additional budget adjustments required as a result of State funding decisions will be reflected in the final budget recommendation in the fall.



The projected \$56 million State appropriation supports 26.8% of the recommended preliminary revenue budget.

### Tuition and Fees

The proposed 2019-20 tuition rates stay within the current predicted State tuition restraint limit of 3.2 percent, while addressing fixed cost increases of \$5.3 million (\$3.8 million for compensation and \$1.5 million for scholarships).

The University is recommending an average 3.15 percent undergraduate tuition increase (2.38 percent lower division; 3.91 percent upper division). The greater increase for upper division

student rates reflects the higher costs of upper division instruction. Graduate tuition rates are recommended to increase at the same general rate of increase as for upper division. The proposed rates will comply with the 3.2 percent State restraint level as proposed in the executive budget recommendation, but will not fully fund FY20 fixed cost increases. Remaining fixed cost increases will be funded with the projected State funding increase.

There are three special adjustments reflected in the proposed FY20 tuition rates.

First, the rates reflect completion of the Pharmacy accreditation support plan. That plan was put in place in 2016 and developed to comply with Pharmacy accreditation requirements for a 10 to 1 student-to-faculty ratio. The plan included increases in the number of faculty positions in conjunction with an enrollment reduction from 150 to 142 entering students. The accreditation plan would be funded through increased tuition. That plan will be fully implemented for fiscal year 2019-20 through an increase of \$9 per credit to complete the enrollment reduction portion of the plan, and \$18.40 per credit increase to support the final two faculty positions. This \$27.40 adjustment is added before the proposed rate increase.

Second, Optometry tuition is recommended to increase by \$39 per credit to partially recognize the high cost of the academic program. The Doctor of Optometry is the most expensive programs at the University. Currently, program cost per credit is \$157 more than the tuition per credit. The \$39 recommended increase represents 25 percent of that cost difference and begins to bring tuition in line with program cost. Ferris' Optometry annual tuition is 3.3 percent less than for its competitors (2018-19 rates) and the proposed increase will result in FY20 rates that remain very competitive.

The third major adjustment is for Kendall studio instruction. Kendall does not receive State funding and must cover instructional costs through tuition assessments. Studio instruction is more costly due to specialized equipment and space requirements. Studio course contact hours are twice as long as a general education course thus occupying facilities twice as long. Kendall studio rates are recommended to increase 9.55 percent for FY20 in support of these costs. Kendall tuition is well below that of its competitors and this rate increase is not anticipated to impact on enrollment.

The following schedule details recommended 2019-20 tuition rates.

Ferris State University - FY 2019-2020 Tuition Rate Recommendation

Category	Current		Proposed		Change				
	FY 2019		FY 2020		Amount		Percent		
	Lower	Upper	Lower	Upper	Lower	Upper	Lower	Upper	Average
<b>Undergraduate</b>									
Resident	\$421	\$435	\$431	\$452	\$10	\$17	2.38%	3.91%	3.15%
U.S. Non-Resident	\$421	\$435	\$431	\$452	\$10	\$17	2.38%	3.91%	
International	\$680	\$700	\$696	\$727	\$16	\$27	2.35%	3.86%	3.11%
<b>Graduate</b>									
Resident		\$610		\$634		\$24		3.93%	
U.S. Non-Resident		\$610		\$634					
International		\$915		\$951		\$36		3.93%	
<b>Doctoral</b>		\$690		\$717		\$27		3.91%	
<b>First Professional</b>			Adjustment						
Optometry - Resident continuing		\$708		\$775		\$67		9.46%	
Optometry - Non-Res continuing	\$1,062			\$1,163		\$101		9.51%	
Optometry - New		\$738	\$39	\$808		\$70		9.49%	
Pharmacy - Resident* continuing		\$755	\$27	\$812		\$57		7.61%	
Pharmacy - Non-Res* continuing	\$1,134			\$1,220		\$86		7.61%	
Pharmacy - New		\$775		\$834		\$59		7.61%	
<b>Kendall Studio</b>									
Resident		\$901		\$987		\$86		9.54%	
U.S. Non-Resident		\$901		\$987		\$86		9.54%	
International		\$1,437		\$1,574		\$137		9.53%	
<b>Kendall Non-Studio</b>									
Resident	\$421	\$435	\$431	\$452	\$10	\$17	2.38%	3.91%	
U.S. Non-Resident	\$421	\$435	\$431	\$452	\$10	\$17	2.38%	3.91%	
International	\$680	\$700	\$696	\$727	\$16	\$27	2.35%	3.86%	
<b>Kendall Graduate</b>									
MFA/MArch/New		\$1,045		\$1,079		\$34		3.25%	
MBA		\$616		\$636		\$20		3.25%	
<b>Dual Enrollment</b>	\$265		\$274		\$9		3.40%		
<b>Dual Kendall Studio</b>	\$281		\$290		\$9		3.20%		
<b>Concurrent</b>	\$133		\$137		\$4		3.01%		



### Tuition Revenues

When the rate of enrollment decline is greater than the rate of tuition increase, tuition revenue loses ground. The recommended tuition rates applied to the estimated enrollment level will yield tuition and fee revenue of \$149.6 million, down \$1.3 million from the FY19 revenue level.

	FY19	FY20	Change
Big Rapids/Regional	\$134.3M	\$132.7M	(\$1.6M)
Kendall	<u>\$ 16.6M</u>	<u>\$ 16.9M</u>	<u>\$ .3M</u>
Total Tuition	\$150.9M	\$149.6M	(\$1.3M)

Other revenues for FY20 remain essentially unchanged from FY19 within this recommendation.

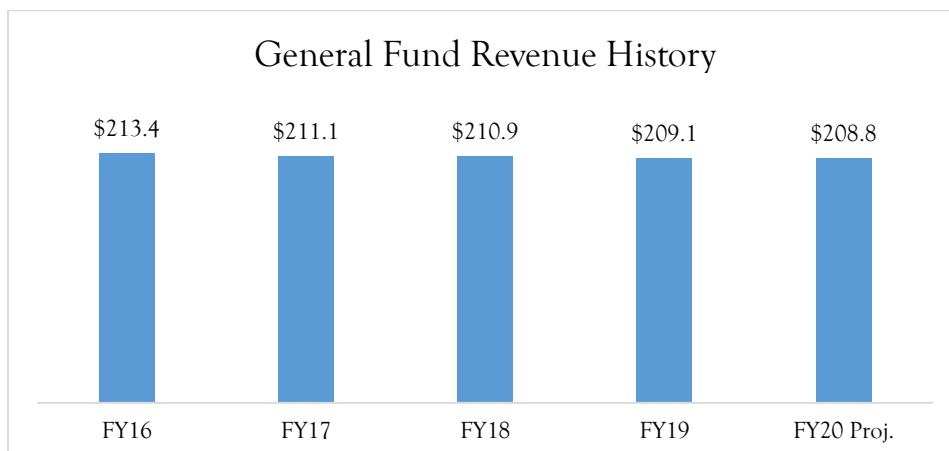
Other Revenue	FY19 Approved	FY20 Preliminary	Change
Investment Income	\$1.2M	\$1.2M	No Change
Departmental Income	<u>\$2.0M</u>	<u>\$1.9M</u>	<u>(\$0.1M)</u>
Total Other	\$3.2M	\$3.1M	(\$0.1M)

### FY 2019-20 Revenue Summary

The preliminary budget recommendation reflects an overall revenue decrease of \$307K.

FY20 Revenue	FY19 Approved	FY20 Preliminary	Change
State Appropriation	\$ 55.0M	\$ 56.0M	\$1.1M
Tuition and Fees	\$150.9M	\$149.6M	(\$1.3M)
Other Revenues	<u>\$ 3.2M</u>	<u>\$ 3.1M</u>	<u>(\$0.1M)</u>
Total Revenue	\$209.1M	\$208.8M	(\$0.3M)

The FY20 revenue is essentially unchanged from last year. Over the past five years, revenue has declined 2.2 percent.



### FY 2019-20 General Fund Expenses

General fund expenses have been reduced by \$5.4 million offsetting the anticipated enrollment decline.

	Big Rapids/Regional		Kendall		FSU Total GF	
Administrative	9.00	-\$2,005,664	6.00	-\$377,696	15.00	-\$2,383,360
Faculty	10.00	-\$1,195,810	1.00	-\$97,304	11.00	-\$1,293,114
Clerical	3.00	-\$221,999			3.00	-\$221,999
AFSCME	3.00	-\$192,009			3.50	-\$192,099
Part-Time		-\$237,461		-\$100,000		-\$337,461
*S&E		-\$522,860				-\$522,860
Scholarship Realloc.		-\$485,000		\$0		-\$485,000
Totals	25.00	-\$4,860,893	7.00	-\$575,000	32.00	-\$5,435,893

*\*Supply and Expense*

An additional \$390K of reductions (\$171K for Big Rapids/Regional and \$219K for Kendall) related to summer 2019 enrollment have been assigned and will be reflected in the final FY20 budget recommendation this fall.

### Compensation Expense

The recommended preliminary budget supports inflationary and contractually mandated compensation increases applied after the above reductions are effected. Salary expense is projected to decline \$1.0M, but increases in fringe benefit costs will require an additional \$.6 million. Overall compensation is projected to decrease \$418K (.3 percent) for next year.

Compensation	FY19 Approved	FY20 Preliminary	Change
Salary	\$104.1M	\$103.1M	(\$1.0M)
Benefits	<u>\$ 44.4M</u>	<u>\$ 45.0M</u>	<u>\$0.6M</u>
Total Compensation	\$148.5M	\$148.1M	(\$0.4M)

Operating expenses are projected to increase by just \$482K, or 1.4 percent.

Operating Expense	FY19 Approved	FY20 Preliminary	Change
Supply and Expense	\$24.4M	\$25.1M	\$0.7M
Utilities	\$ 4.3M	\$ 4.2M	(\$0.1M)
Debt Service	\$ 6.2M	\$ 6.1M	(\$0.1M)
Equipment	<u>\$ .3M</u>	<u>\$ .3M</u>	<u>No Change</u>
Total Operating	\$35.2M	\$35.7M	\$0.5M

### Student Assistance

The preliminary budget supports \$26.3 million of scholarships funded through a combination of base and one-time support. Initial scholarship planning required an increase of \$1.5 million to support \$500k of annual inflation to keep scholarships current with tuition costs, and a \$1 million increase to support new initiatives to admit more students. Within this amount, \$485k was reallocated from scholarships that did not attract new students, using that funding to support a portion of the new initiatives cost. The resulting \$1 million cost increase will be funded with one-time interest income from the Ferris Futures endowment for FY20 along with \$43k of new funding at Kendall. During FY20 an ongoing source of endowed support will be pursued to replace the one-time funds.

Scholarships	FY19 Approved	FY20 Preliminary	Change
Total Funding	\$25.3M	\$26.3M	\$1.0M
1-Time Funding	<u>\$ 0M</u>	<u>(\$ 1.0M)</u>	<u>(\$1.0M)</u>
Base Funding	\$25.3M	\$25.3M	\$ .0M

### FY 20 General Fund Expense Summary

The preliminary FY20 general fund operating budget supports \$208.8 million of expenses - essentially unchanged from FY19. Cost increases have been offset by expense reductions to match inputs to outputs.

Expense	FY19 Approved*	FY20 Preliminary	Change
Compensation	\$148.5M	\$148.1M	(\$ 0.4M)
Operating	\$ 35.3M	\$ 35.7M	\$ 0.5M
Scholarship	\$ 25.3M	\$ 26.3M	\$ 1.0M
Scholarship 1-Time	<u>\$ 0M</u>	<u>(\$ 1.0M)</u>	<u>(\$ 1.0M)</u>
Reductions Pending		<u>(\$ .39M)</u>	<u>(\$ .39M)</u>
Total Expense	\$209.1M	\$208.8M	(\$ 0.3M)

\*Reflects spread of final \$1.1M of FY19 reductions to specific categories.

The following schedules detail the recommended budget.

**FY 2019-2020 General Fund Operating Budget Recommendation**

			FY20		
	FY19 Approved	FY19 Final*	Preliminary	Change to Final*	
				Amount	Percent
<b>Revenue</b>					
State Appropriation	\$54,950,700		\$56,049,714	\$1,099,014	2.0%
Tuition	\$150,228,486		\$148,947,558	-\$1,280,928	-0.9%
Student Fees	\$668,262		\$641,531	-\$26,731	-4.0%
Investment Income	\$1,200,000		\$1,200,000	\$0	0.0%
Departmental Activities	\$2,024,183		\$1,925,975	-\$98,208	-4.9%
Total Revenue	<u>\$209,071,631</u>		<u>\$208,764,778</u>	<u>-\$306,853</u>	<u>-0.1%</u>
<b>Expense</b>					
<b>Compensation</b>					
Salaries	\$104,542,658	\$104,153,119	\$103,086,343	-\$1,066,776	-1.0%
Benefits	\$44,576,881	\$44,384,690	\$45,033,036	\$648,346	1.5%
Total Compensation	<u>\$149,119,539</u>	<u>\$148,537,809</u>	<u>\$148,119,378</u>	<u>-\$418,431</u>	<u>-0.3%</u>
<b>Operating Support</b>					
Supply and Expense	\$24,937,333	\$24,394,812	\$25,088,235	\$693,423	2.8%
Utilities	\$4,297,997	\$4,297,997	\$4,182,395	-\$115,602	-2.7%
Debt Service	\$6,230,891	\$6,230,891	\$6,111,517	-\$119,374	-1.9%
Equipment	\$341,110	\$341,110	\$341,110	\$0	0.0%
Total Operating Support	<u>\$35,807,331</u>	<u>\$35,264,810</u>	<u>\$35,723,257</u>	<u>\$458,447</u>	<u>1.3%</u>
<b>Student Assistance</b>					
Total Funding	\$25,269,012	\$25,269,012	\$26,353,500	\$1,084,488	4.3%
One-Time Funding			-\$1,041,104	-\$1,041,104	
Base Funding	<u>\$25,269,012</u>	<u>\$25,269,012</u>	<u>\$25,312,396</u>	<u>\$43,384</u>	<u>0.2%</u>
Budget Reduction	<u>-\$1,124,251</u>	<u>\$0</u>	<u>-\$390,253</u>	<u>-\$390,253</u>	
Total Expense	<u>\$209,071,631</u>	<u>\$209,071,631</u>	<u>\$208,764,778</u>	<u>-\$306,853</u>	<u>-0.1%</u>
Net of Revenue/Expense	\$0	\$0	\$0		

*\*Reflects distribution of final \$1.1M FY19 budget reduction to expense categories*

**Preliminary FY2019-20 General Fund Operating Budget  
By Campus**

	Big Rapids/Regional	Kendall	Total
<b>Revenue</b>			
State Appropriation	\$56,049,714		\$56,049,714
Tuition	\$132,724,139	\$16,223,419	\$148,947,558
Student Fees		\$641,531	\$641,531
Investment Income	\$1,200,000		\$1,200,000
Departmental Activities	\$1,848,975	\$77,000	\$1,925,975
<b>Total Revenue</b>	<b>\$191,822,828</b>	<b>\$16,941,950</b>	<b>\$208,764,778</b>
<b>Expense</b>			
<b>Compensation</b>			
Salaries	\$95,070,125	\$8,016,218	\$103,086,343
Benefits	\$42,300,162	\$2,732,874	\$45,033,036
<b>Total Compensation</b>	<b>\$137,370,286</b>	<b>\$10,749,092</b>	<b>\$148,119,378</b>
<b>Operating Support</b>			
Supply and Expense	\$23,322,611	\$1,765,624	\$25,088,235
Utilities	\$3,682,395	\$500,000	\$4,182,395
Debt Service	\$4,362,404	\$1,749,113	\$6,111,517
Equipment	\$341,110		\$341,110
<b>Total Operating Support</b>	<b>\$31,708,520</b>	<b>\$4,014,737</b>	<b>\$35,723,257</b>
<b>Student Assistance</b>			
Total Funding	\$23,956,479	\$2,397,021	\$26,353,500
One-Time Funding	-\$1,041,104		-\$1,041,104
<b>Base General Funding</b>	<b>\$22,915,375</b>	<b>\$2,397,021</b>	<b>\$25,312,396</b>
Budget Reduction	-\$171,353	-\$218,900	-\$390,253
<b>Total Expense</b>	<b>\$191,822,828</b>	<b>\$16,941,950</b>	<b>\$208,764,778</b>

## Routine Contract Approvals – 2019-2020

Contracts under \$50,000 no longer need to be included on the Routine Contract List. Those with a strikethrough will fall off the list for FY21. The contracts that are very close to the \$50,000 will remain.

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	FY2018 Approved Amount	FY2018 Actual Spending	FY2019 Approved Amount	FY2020 Request Amount
<b>General Fund Areas</b>					
Advance Pharmacy Practice Exp	Several Vendors	\$427,700	\$436,000	\$429,929	\$514,000
<del>Aircuity Controls Services</del>	<del>Quality Air Inc.</del>	<del>\$30,000</del>	<del>\$22,505</del>	<del>\$30,000</del>	<del>\$30,000</del>
Board of Trustees Legal Counsel	Mika, Meyer, Beckett and Jones	\$70,000	\$35,030	\$60,000	\$52,700
Chiller Preventative Maintenance	Trane West Michigan	\$45,000	\$38,525	\$45,000	\$50,000
Consumable Office Supplies	Staples	\$550,000	\$264,047	\$500,000	\$500,000
<del>Economic Development</del>	<del>Mecosta County Develop Corp</del>	<del>\$25,000</del>	<del>\$25,000</del>	<del>\$25,000</del>	<del>\$25,000</del>
Electronic Recruitment & Mktg	TargetX/Sales Force	\$112,000	\$115,720	\$120,000	\$120,000
<del>Employment Screening Services</del>	<del>Castle Branch</del>	<del>\$15,000</del>	<del>\$7,591</del>	<del>\$15,000</del>	<del>\$20,000</del>
External Auditors	Andrews Hopper Pavlik PLC	\$75,000	\$65,300	\$75,000	\$75,000
External Lobbyist	Manny Lentine, Inc	\$50,000	\$50,000	\$50,000	\$50,000
Fire Life Safety Insp & Testing**	Tyco Fire & Security Mgmt.	\$100,000	\$76,080	\$100,000	\$100,000
HVAC Prevent Main & Serv - Kendall	Dyken Mechanical, Inc.	\$80,000	\$47,727	\$55,500	\$50,000
Internal Auditors	Rehmann Group	\$45,000	\$37,890	\$45,000	\$48,000
Investment Advisors	Ellwood Associates	\$90,000	\$78,750	\$105,000	\$105,000
<del>Landscaped Mgmt &amp; Serv - Kendall</del>	<del>Various - Per Bids</del>	<del>\$22,000</del>	<del>\$29,118</del>	<del>\$32,000</del>	<del>\$31,750</del>
Library Acquisitions	Several Vendors	\$1,212,750	\$1,064,198	\$1,212,750	\$1,212,750
Library Acquisitions – Kendall	Several Vendors	\$47,370	\$26,218	\$78,500	\$46,400
Marketing Representative – BR	Michael Waters	\$180,000	\$120,575	\$180,000	\$0
Marketing Representative – EIO	Michael Waters	\$150,000	\$72,223	\$150,000	\$0
Marketing Representative-BR & EIO*	160over90	~	~	~	\$349,600
Microsoft Licensing	Various – Per Bids	\$100,000	\$107,149	\$117,030	\$123,000
Microsoft Premium Support Services	Microsoft	\$43,225	\$48,903	\$50,370	\$55,000
Roof Preventative Maintenance**	Thomas Krum Consulting	\$100,000	\$71,250	\$100,000	\$100,000
Security Services – Kendall*	DK Security	~	~	\$300,000	\$232,200
Sign Language Interpreter	Several Vendors	\$260,000	\$136,413	\$260,000	\$260,000
Student Loan Collections Services	Outsourcing Solutions	\$170,000	\$135,606	\$170,000	\$170,000
Web Search Optimization	Peak Positions	\$60,000	\$60,000	\$60,000	\$60,000
<b>Non-General Fund Areas (supported through self-generated funding)</b>					
<del>Academic Assessment Reports CSO</del>	<del>Creative Ed Solutions</del>	<del>\$35,000</del>	<del>\$27,664</del>	<del>\$35,000</del>	<del>\$35,000</del>
Assessment Services Charter Acads	Northwest Evaluation Assoc	\$125,000	\$100,000	\$115,000	\$115,000
<del>M.U.S.I.C Review Charter Academies</del>	<del>Hylant Group</del>	<del>\$18,000</del>	<del>\$14,400</del>	<del>\$19,000</del>	<del>\$15,200</del>
Oversight Software-Epicenter CSO	National Charter Schools Inst	\$38,000	\$38,000	\$40,000	\$38,000
<del>Perf Center Academics/Finance/CSO</del>	<del>National Charter Schools Inst</del>	<del>\$15,000</del>	<del>\$15,000</del>	<del>\$23,000</del>	<del>\$15,000</del>
<del>School Assessment &amp; Evaluation CSO</del>	<del>National Charter Schools Inst</del>	<del>\$20,000</del>	<del>\$0</del>	<del>\$21,000</del>	<del>\$21,000</del>
<del>Special Edu Prog Analysis/Charter Acad</del>	<del>Francis Young International</del>	<del>\$30,000</del>	<del>\$34,156</del>	<del>\$30,000</del>	<del>\$0</del>
<del>Teacher Cert Review Charter Schools</del>	<del>Quality Perf Resource Group</del>	<del>\$32,500</del>	<del>\$27,300</del>	<del>\$35,000</del>	<del>\$30,000</del>
Worksite Agreement – Dining	Hope Network West Michigan	\$130,000	\$153,349	\$130,000	\$150,000

\* New to list:

Marketing Representative for BR & EIO, 160over90 – Board approved 2/22/19, Res. 4i  
Security Services Kendall, DK Security – Board approved 5/4/18, Res. 4h

\*\* 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 2019-2020

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

2019-2020 Additions/Changes  
 2019-2020 Decrease in Existing Fees

FEE TYPE	DESCRIPTION	AMOUNT	FREQUENCY	COLLEGE/DEPART	REFUNDABLE	FOAP	ORG NAME	EFF. DATE
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	**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
Educational	3D Studio Course Fee (Sculpture & Functional Art)	\$74	per class	Kendall College	no	10100-92231-5213-110	3D Studio Fee	Jul-14
Educational	ACCUPLACER Fee	vendor amt	as needed	Testing	no	11581-61401-5727-554	Accuplacer	Apr-16
Educational	ACLS Advanced Cardiac Life Support (certification)	vendor amt	per class	Pharmacy	no	10000-37000-446	Pharmacy Dean's Office	May-18
Educational	ACT	vendor amt	once	Testing	no	11578-61401-554	ACT Testing Account	Jul-01
Service	Advance Enrollment Deposit	\$200	once	Pharmacy	no	10000 10000 5120	On Campus Tuition	Aug-18
Service	Advance Enrollment Deposit	\$500	once	Optometry	no	10000-10000 5118	On Campus Tuition	Apr-16
Educational	Alcohol Education Class	\$100	as needed	Office of Student Conduct	no	10000-62200-551	Office of Student Conduct	Aug-01
Educational	APL - Credit Award Fee	\$50	as needed	R&SS	no	11658-43000-554	R&SS	Jul-00
Educational	APL - Prior Learning Assessment	\$250	as needed	R&SS	no	11658-43000-554	R&SS	Jul-00
Educational	APL - Pre-Assessment Fee	\$65	as needed	R&SS	no	11658-43000-554	R&SS	Jul-00
Service	App Processing Fee-Crim Background Check	\$25	as needed	Admissions	no	10000-61100-5219-556	Admissions	Jun-07
Educational	Application Fee (Int'l Stu App Fee)	\$30	once	Kendall College	no	10100-92000-5218-990	Kendall Revenue	Apr-16
Service	Bad Check Fee on Tuition	\$25	as needed	Student Financial Serv	no	10033-56200-1605-662	Student Financial Services	Jul-02
Service	Bulldog I.D. Card (replacement cost)	\$25	as needed	Telecommunications	no	X30214-54401-900	Bulldog Debit Card	May-18
Educational	CLEP	\$25	as needed	Testing	no	11580-61401-554	CLEP Testing	Jul-04
Service	Contract Guarantee Deposit	\$200	as needed	Residential Life	yes	X51902-30000-991	Housing & Res Life	Jul-98
Service	Convenience Fee (Student Financial Serv)	variable	as needed	Third Party Collection	no	Vendor charges for this fee	N/A	Jul-10
Educational	Digital Resource Fee	\$108	per class	Kendall College	no	10100-92251-5213-110	Digital Resource Fee	May-18
Educational	Drug Education Class	\$100	as needed	Office of Student Conduct	no	10000-62200-551	Office of Student Conduct	Aug-99
Service	Employer- Paid Tuition Proc	\$35	as needed	Student Financial Serv	no	10000-10005-990	Grand Rapids Tuition	Jul-04
Service	Enrollment Deposit (Kendall)	\$150	once	Kendall College	no	1000-10002-2530	New Admit Enroll Dep	Dec-08
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	Fines - List on File at Library	variable	as needed	Library	no	30228-44000-900	Library Revolving	Aug-96
Educational	Fire Up Student Teacher Conference Fee	variable	as needed	Kendall College	no	10100-92190-108	KCAD Art Education	May-18
Educational	Golf Course Fee/PGA Golf Mgt Students	\$110	semester-Fall	PGA Golf Mgt	no	30222-51400-900	Golf Course	May-18
Educational	Golf Course Fee/PGA Golf Mgt Students	\$110	semester-Spring	PGA Golf Mgt	no	30222-51400-900	Golf Course	May-18
Educational	Golf Course Fee/PGA Golf Mgt Students	\$110	semester-Summer	PGA Golf Mgt	no	30222-51400-900	Golf Course	May-18
Educational	Choices (formerly Harm Reduction Program)	\$200	as needed	Office of Student Conduct	no	10000-62200-551	Office of Student Conduct	Aug-01
Service	Health Center Fee	\$47	per semester	Birkam Health Center	yes	X30223-62900-900	Health Center	Jun-07
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
Service	Housing Forfeiture Fee	\$200	as needed	Residential Life	no	X51902-30000-991	Housing & Res Life	May-96
Educational	Informational & Experiential Support Fee	\$54	per semester	Pharmacy	no	10000-37000-446	Pharmacy Dean's Office	Apr-17
Educational	Int'l Student Application Fee	\$30	once	International Education	no	10000-31502-5218-556	OIE Recruiting	Apr-16
Educational	Kaplan Exam	vendor amt	per semester	Health Professions	no	10000-32202-164	Nursing-BSN	Jul-12
Service	Late Registration Fee	\$100	as needed	Student Financial Serv	no	10000-10020-990	General Fund Revenue	May-95



## Student Services/Supply Fees 2019-2020

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

2019-2020 Additions/Changes  
 2019-2020 Decrease in Existing Fees

FEE TYPE	DESCRIPTION	AMOUNT	FREQUENCY	COLLEGE/DEPART	REFUNDABLE	FOAP	ORG NAME	EFF. DATE
Recreational Service	List on File at Rec Ctr Locker Fee (\$15 deposit, returned unless damaged) \$30 annual fee	variable \$45	as needed per year	University Recreation Kendall College	no	11186-62000-552 10100-92000-5769-990	Intramural Development Kendall Revenue	Jul-01
Educational	Metals/Jewelry Course Fee	\$76	per class	Kendall College	no	10100-92151-5213-110	Metals/Jewelry Course	Jul-14
Educational	Model Fee	\$67	per class	Kendall College	no	10100-92401-5213-110	Model Fee	Jul-14
Educational	MTM Elective, Medication Mgt Therapy (certification)	vendor amt	per class	Pharmacy	no	10000-37000-446	Pharmacy Dean's Office	May-18
Educational	NACDS Innovations in Pharmacy (certification)	vendor amt	per class	Pharmacy	no	10000-37000-446	Pharmacy Dean's Office	May-18
Service	New Int'l Student Orientation	\$85	once	International Education	yes	10000-31500-446	Office of Int'l Education	May-00
Educational	Nicotine 101 Class	\$80	as needed	Office of Student Conduct	no	10000-62200-5714-551	Office of Student Conduct	Apr-17
Educational	Nursing Methods 1-5, Shadow Health, Lippincott vSim, DocuCare	vendor amt	per class	Nursing	no	10000-32202-164	Nursing-BSN	May-19
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
Educational	Orientation Fee (Kendall)	\$55	once	Kendall College	no	10100-92507-5714-990	Kendall Revenue	Jul-15
Service	Parking Permit Fee (Fall, Spring & Summer)	\$130	per year	Public Safety	no	10000-57000-5753-664	Public Safety	May-19
Educational	PGA 2.0/3.0 Mandatory Associated Fees	vendor amt	per semester	PGA Golf Mgt	no	11856-34602-446	PGA Golf Mgt Training	Aug-18
Educational	PGA Playing Ability Test	\$200	per semester	PGA Golf Mgt	no	11856-34602-446	PGA Golf Mgt Training	Aug-13
Educational	PGA Student Affiliate Fee/PGA Golf Mgt Students	\$50	academic year	PGA Golf Mgt	no	11856-34602-446	PGA Golf Mgt Training	Jul-11
Educational	Photography Course Fee	\$43	per class	Kendall College	no	10100-92241-5213-990	Photography Course Fee	Apr-16
Service	Preliminary Breath Test and Tube Fee	\$5	as needed	Public Safety	no	10000-57000-5714-664	Public Safety	Jul-09
Educational	Print Management Fee	\$108	per class	Kendall College	no	10100-92000-5213-990	Kendall Revenue	Jul-14
Educational	Printmaking Course Fee	\$130	per class	Kendall College	no	10100-92291-5213-110	Printmaking Course Fee	Jul-14
Educational	Proficiency Exams	\$25	per credit hour	Per College	no	11579-61401-554	Classroom Prof Exam	
Recreational	Racquet Facility Fee	\$16	per semester	Racquet & Fitness Club	yes	X30235-51200-900	Racquet Club	May-19
Recreational	Replacement of Lost Items	variable	as needed	Athletics	no	10000-51600-550	General Athletics	
Educational	Resp. Care Credentialing Exam Review Fee	vendor amt	as needed	Health Professions	no	10000-32102-152	Respiratory Care	Jan-09
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	Student Taxpayer Identification Number Fee	\$100	as needed	Student Financial Serv	no	11697-56200-5219-662	Taxpayer ID Number 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
Service	Study Abroad Program-semester long	\$135	as needed	International Education	no	D11248-31503-446	Study Abroad Development	Jun-07
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
Educational	TOEFL	\$20	as needed	International Education	no	10000-31535-115	Intensive English Program	May-00
Service	Transcript - Official	\$5	per copy	Kendall College	no	10100-92000-5231-990	Kendall Revenue	Jul-09
Educational	Transcript - Official	\$5	per copy	Registrar	no	11577-61200-662	Registrar Transcript	Mar-99
Service	Unreturned/Damaged Equip-list on file ECDS	variable	as needed	R&SS/ECDS	no	10000-43500	Edu Counsel/Disabilities Ser	May-19
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
Recreational	YMCA Membership Fee	\$160/\$360	as needed	Kendall College	no	10100-92603-7116-662	YMCA Membership	Jul-14

\* 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%)