

Attachment A (11)

Policy on Ancillary Fees - Administrative Interpretation

Category five through eight will be maintained by the Office of the Vice-Provost, Planning & Budget.

5.0 Cost Recoveries⁴

Introduction

Divisions, under this section of the Policy on Ancillary Fees, may charge students for the reasonable cost of the provision of certain learning materials and services. As a matter of principle, the University through its operating budget will be responsible for the delivery of an academic program, while the student will be expected to purchase the requisite materials prescribed for the program.

Eligible Cost Recoveries

The following groups of cost recovery fees will be permissible under the provisions of the Policy:

5.1 Publications, case studies, laboratory manuals*

In determining the appropriate cost recovery for fees in this category, divisions may include the direct cost of supplies, a reasonable estimate of labour charges, and a provision for photocopy equipment utilisation, either rental charges or capital depreciation.

5.2 Field Trips**

Eligible cost recoveries for compulsory or non-compulsory field trips shall include only the reasonable, direct costs of transportation, accommodation, meals, equipment rentals, and admission charges as appropriate.

Such fees shall not include the costs (full or partial) of salaries, benefits, travel, accommodation, meals, equipment rentals, and admission charges of faculty or any other instructional activity.

Compulsory ancillary fees cannot be charged for any component of an out-of-province compulsory field trip in compulsory courses. Compulsory courses are defined as courses which a student is required to take in order to fulfil the requirements of his or her program or degree.

5.3 Clothing

Only the direct cost of clothing which is retained by the student may be recovered.