

ACCOUNTABILITY  
PURPOSES

Clayton State University  
Miscellaneous Fee Form  
Fiscal Year 2017

Name of Fee: Enrollment Services Fee

Fee Type: Miscellaneous Fee

Office Responsible for Fee: Enrollment Services

Amount of fee: \$15.00

Basis (per term, one time, etc.): Applicable to first semester of attendance.

Purpose of the fee (explain need or benefit for operations/student): The purpose of the fee is to educate students, improve process, and impact enrollment initiatives (retention, graduation, and recruitment initiatives). This fee has significantly contributed to our overall enrollment efforts. This can be seen through the use of proactive initiatives such as phone blasts, Graduate Sooner, and Scholarship Awarding Software.

Please note that this fee was not renewed for FY18. We are not seeking to reactivate this fee.

Explain use of the fee including major items funded by the fee:

- Purchase of software used to award students scholarships, permit them to be accepted, and to receive the required thank you letters.
- Supplies and materials for Graduate Sooner Initiative such as posters, postcards, and flyers.
- Registration signage, phone blasts, and materials for students.
- Student Bridge videos to promote and create awareness of institutional support services as well as converting the site to HTML 5 making it mobile friendly.

Revenue in FY: \$32,595.00

Expenditures in FY: \$30,755.56

Surplus amount and suggested use: not applicable

Point of Contact for questions:

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EXPENDITURES:  
SOFTWARE FOR  
STUDENTS

For more information on how this fee is used and related financial data, please go to:  
Annual Review of Fee Usage (<http://www.clayton.edu/SFAB/Annual-Review>).

Form Submitted By: Stephen Schultheis Date: 10-13-17  
CA [Signature] Date: 10-15-17  
VP/Dean/Director

Fee Work Group II