

## Special Course and Academic Program Fee

### Application Form

#### Signature Page

Prepared By:

  
Signature

Grace Nteff  
Printed Name

10-15-19  
Date

The Chair/Associate Dean and Dean of the College requesting this fee must sign the signature page prior to review of this Application Form by the Special Course and Academic Fees Advisory Committee.

Chair/Associate Dean/Associate VPAA

  
Signature

10/15/19  
Date

College Dean (if applicable)

\_\_\_\_\_  
Signature Date

By signing you are indicating that you agree to this fee or a revised version of this fee.

Chair of the Special Course and Academic Fees Advisory Committee:

  
Signature


Nov 1, 2019  
Date

Provost

  
kevinemmitt@clayton.edu kevinemmitt@clayton.edu (Nov 1, 2019)  
Signature

Nov 1, 2019  
Date

President

  
Signature

Nov 1, 2019  
Date

After Approved by President Submit Form to Budget Office with any revisions made.

Fund	Department	Program	Class	Accounts
14000	0610130	1110	41500	

Fee Name	Committee Review Comments	FY19 amount reviewed/FY20 Collecting/FY21 approved	Requires Application to USG/BoR? Yes or No
FNP Program fee	<p><i>Review Comments:</i> Expenditures appear to match the original proposal except bio waste disposal. The committee feels this expense is acceptable and should be added to FY21 application. The budget appears to be managed well.</p> <p><i>Application Comments:</i> The budget manager needs to create two separate applications: one for the course fee for the NURS 6690 course, which is \$319 per student, and one for the program fee decreasing to \$480. Explain these separately. The program goes to the BOR so mentioning the course fee within it can complicate things. Budget manager asked to reduce the course fee from \$469 to \$319 starting in FY20 (less expensive assessment).</p> <p><i>Appeal Comments:</i> The committee felt that having these two fees separated into two applications and reviews made it a lot easier to review. The committee approved the two fees and these will now be listed separately: Course fee and program fee.</p>	<p>FY19 review: \$1,029 program fee FY 20: NURS 6690-\$319/Course (requested to reduce this in FY20). FY 20: One time program fee \$481 FY 21: NURS 6690-\$319/Course FY 21: One time program fee \$480</p>	Yes

**Special Course and Academic Program Fee**

**Application Form**

Date of Application: 2019

College/Department: COH/SON

Fee Name: FNP Program Fee

Choose one of the following:

- Newly proposed fee                      \* Existing fee that will change  
(increase/decrease/eliminate)                       Reapplication of an existing fee  
Indicate which situation applies                      that will not change, but requires  
BOR approval.

Choose one:

- Academic Program Fee     Supplemental Course Material or Laboratory Fee

**Supplemental Course Material or Laboratory Fees (Only complete this section if you are proposing a course fee.):**

List the courses for which this fee will apply:

Answer the following for all of the courses you listed above (collectively). So for example if you list 3 courses you will provide the projected annual enrollment for all 3 courses combined. To calculate annual revenue multiply the annual enrollment by the fee cost per student.

Projected Annual Enrollment: \_\_\_\_\_ Fee amount per student: \_\_\_\_\_ Annual Revenue: \_\_\_\_\_

Do all students in each of these courses have to pay the course fee? \_\_\_\_\_ (if not, explain who will pay the fee)

**Academic Program Fees (Only complete this section if you are proposing a program fee.):**

Which academic program will this fee support? The MSN -Family Nurse Practitioner Program

Answer the following for the program you listed above. Annual enrollment would be the number of students paying the fee in a given academic year. To calculate the annual revenue multiply the annual enrollment times the number of semesters the fee must be paid annually. IF the fee is paid only once upon acceptance into the program then annual enrollment would be the expected number of new students annually.

Projected Annual Enrollment: 20 Fee amount per student: \$480.00

How often will a given student have to pay the fee?

- \* Only once (when the student is accepted into the program)     Each semester the student is enrolled in the program     Once per year  
Is summer term included? \_\_\_\_\_                      Which semester? \_\_\_\_\_

Annual Revenue: \$ 9600.00

Do all students enrolled in this program have to pay the fee? Yes (if not, explain who will pay the fee)

## ***Special Course and Academic Program Fee***

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**Attach the following to this form:**

- **A narrative justification for the fee. Make certain to include the following:**
  - **Description of how the fee revenue will be spent (be as specific as possible).**

The one-time program fee of \$480.00 will be collected when the student is accepted to the FNP program. The revenue collected will grant FNP students access to academic resources that are not available in the FNP curriculum in the first four semesters of the program.
- \$480 revenue collected will be spent as follows:
  - \$50 dollars for the ACEMAPP documentation system: (20 students x \$50) = \$1000. The system allows students to upload compliance documents, maintains all clinical hours completed by the student while in the FNP program, a repository for patients managed by students, provides access for faculty to evaluate student documentation on patients managed by students and, access to student evaluations of clinical sites and their preceptors.
  - \$50 dollars for lab course fee - (20 students x \$50) = \$1000.00. This fee covers supplies and maintenance of simulation mannequins and replacement of lab equipment as needed.
  - \$300.00 for clinical skills USA – (20 students x \$300) = \$6000.00. This fee covers a life Model Service that allows FNP students to learn advanced and realistic assessment skills by performing gynecological, prostate, testicular and clinical breast exams on humans versus mannequins. Students are provided handouts and access to the CSUSA site to review these skills for up to one year after graduation.
  - \$30.00 Exploring the top 20 prescribed drugs: (20 students x 29.95) = \$ 600.00 This is a self-study pharmacology review of commonly prescribed medications ranging from cardiovascular disease, pain, infections, endocrine disorders, the top 20 street and abused drugs and the populations that use these drugs. Nurse practitioner students have identified pharmacology as one of the challenging courses in the curriculum needing constant review. Access to this self -study module will enhance student success on the Nurse Practitioner certification exam.
  - \$50.00 for Interpretation of 12 Lead EKGs: (20 students x 49.95 = \$1000.00). Content on interpretation of electrocardiograms (EKGs) is not required in the NP curriculum however, this skill is required in primary care clinics and on certification exams. The self-study module will be a resource in the curriculum to enhance student success on the certification exam prior to when the content is integrated in the FNP program.

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The fee to be collected in 2020 per student at the beginning of the semester when the student is accepted to the program is  $(50 + 50 + 300 + 30 + 50) = \$480.00$

**Justify why the program's department/college budget cannot support these expenditures.**

- The charged resources are used for individual student benefit as they matriculate through the program. The items are enhancements to the FNP program and, not included in the program curriculum provided by the school of nursing.

**Describe the benefit this revenue will provide to the students who are paying it.**

- The opportunity to learn advanced assessment skills on real humans from Clinical Skills USA, versus on mannequins. The experience strengthens student confidence in performing gynecological/testicular/prostate/ and clinical breast exams accurately on real humans. The current CSUSA realistic assessments/procedures are available to students online for up to 2 years after they graduate.
- The self -study modules on commonly prescribed pharmacology drugs and EKG interpretation are resources that will enhance student preparation for the Nurse Practitioner certification exam. The modules will strengthen commonly identified weaknesses in FNP curriculum content and, enhance certification pass rates and program accreditation. Students are able to review content from the comfort of home or anywhere and anytime.

**If your request is denied describe what impact this will have on your program.**

- Low pass rates will jeopardize the FNP program accreditation and Georgia Board of Nursing program approval. A defined pass rate on the Nurse Practitioner certification exam is a standard by which the program is evaluated and accredited by CCNE.
- If you require other fees to support the same program(s) where these particular fees are applied, you will need to describe those other fees and indicate the total cost to the students in those programs.










# FNP Program Fee new application

Final Audit Report

2019-11-01

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