

# Fee Work Group II Report

## Clayton State University

### Suggested items for template for Miscellaneous Fee Form

Fiscal Year 2019

Name of Fee: Graduation Fee

Fee Type: Student

Office Responsible for Fee: Registrar's Office

Amount of fee: \$35.00

Basis (per term, one time, etc.): one time

Purpose of the fee (explain need or benefit for operations/student): Covers the audit/evaluation of the applicants record for degree completion.

Explain use of the fee including major items funded by the fee: Covers the personnel costs associated with one evaluator, and the miscellaneous costs associated with the evaluation process and diploma production

Revenue in FY 19: \$47,045

Expenditures in FY    : \$44,486.11

Surplus amount and suggested use: None. Due to the nature of how the funds are posted to this account, it makes it almost impossible to spend your budget down to the penny.

Point of Contact for questions:

Name: Rebecca Gmeiner

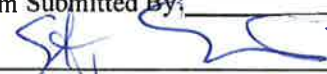
Phone: 4154

E-mail: rebeccagmeiner@clayton.edu

For more information on how this fee is used and related financial data, please go to:  
Annual Review of Fee Usage.

Form Submitted By: Rebecca Gmeiner

Date: 10/28/19

  
VP/Dean/Director

Date: 10 31 -19