

**Clayton State University
Miscellaneous Fee Form
Fiscal Year 2019**

Name of Fee: **Late Fee**

Fee Type: **Miscellaneous**

Office Responsible for Fee: **Bursar's Office**

Amount of fee: **\$100**

Basis (per term, one time, etc.): **per term, if applicable**

Purpose of the fee (explain need or benefit for operations/student): **Undergraduate and graduate students who complete their registration after the published Early Registration period are charged a non-refundable late registration fee. This fee serves as a deterrent from untimely document submission and delayed payment of tuition and fees. Early enrollment is needed in order for Academic departments to properly gage student enrollment so they can plan staffing needs accordingly.**

Explain use of the fee including major items funded by the fee: **The fee is for general university expenses.**

Revenue in FY 19: **\$136,800**

Expenditures in FY 19: **\$136,800**

Surplus amount and suggested use:

Point of Contact for questions:

Name: **Alveta Jones**

Phone: **678-466-4286**

E-mail: **alvetajones@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: _____

Akwai Agoons

VP/Dean/Director

Akwai Agoons

Digitally signed by Akwai Agoons
Date: 2019.10.30 07:42:41 -04'00'

Date: _____

10/25/19

10/30/2019