

ADMINISTRATIVE MEMORANDUM

SUBJECT Nonrefundable Application Fees

NUMBER 45

DATE February 16, 1972

As agreed at the Administrative Council meeting of February 1, the following regulations shall apply with respect to implementation of recent State legislation which requires payment of a nonrefundable \$10 application fee in connection with each application for admission:

1. Each prospective student is required to pay the application fee in connection with application for initial admission to the institution as a candidate for a degree; thus, auditors, visitors and summer students, who are not to be enrolled in the institution in connection with the pursuit of a degree program, are exempt from the fee requirement.
2. Each successive application for initial admission (assuming an unsuccessful first application is followed by one or more subsequent applications) must be accompanied by the application fee.
3. A separate application fee will be required by each component of the institution for which a separate admissions process is maintained; for example, a separate fee will be required for undergraduate, graduate and professional schools, since admission to one such school does not constitute admission to any other.
4. In any situation where there has been a hiatus in an enrolled student's attendance at the institution, which necessitates an application for readmission, the application fee will be required in connection with such application for readmission in any case where readmission is not automatic or guaranteed, i.e. where the admissibility of the student requires administrative inquiry and the exercise of judgment; otherwise, no application fee will be required in connection with readmission.
5. In those situations where the application fee is required, the fee to be exacted, uniformly, is \$10.



William Friday