

IPO 2016-2017 Fee Proposal



Prepared for: Revenue Enhancement Committee
Prepared by: Dr. Mary Katherine Scott, Acting Director

EXISTING IPO FEE STRUCTURE & PROPOSED INCREASES**

**Any fees not specifically noted here but are present in the Fee Book are recommended to remain the same (i.e. Russian Program, Special Study Abroad Program fees, Student International Travel Insurance, and Additional Non-UW Application fees for NSE and ISEP). This recommendation is based on the variation in the costs associated with these program fees, or their “pass-through” nature with IPO or another office collecting and distributing payments set by another entity at UW or beyond.

Study Abroad/Exchange Fees

Description	FY 2017 (current) Fee	Avg. # of Students annually	Avg. Annual (Current) Revenue	Proposed increased fee & justification	Projected Future Revenue
International Exchange/Study Abroad Application Fee (semester/year programs)	\$215	150	\$32250	\$250 (semester) \$350 (year). This is more consistent with comparator institutions	\$41000
International Field Course fee (faculty-led, internship and other short term programs)	\$140	275	\$38500	\$150. This is consistent with comparator institutions	\$41250
Domestic/International Consortium Agreement Fee: required of students who are receiving financial aid from UW to attend another domestic or international institution and who are required to concurrently enroll in UWYO4000	\$100	0	\$0. This fee applies primarily to grad students' fieldwork.\$100 has proven to be cost prohibitive, so they choose not to register with IPO, resulting in them not being covered under UW int'l insurance nor tracked in our system in case an emergency strikes in their location	reduce to \$40. This is a more manageable fee for grad students that the study abroad team will be able to effectively market. This fee will cover their Terra Dotta application fee (IPO's web management system) and the annual TD subscription fee.	\$200-\$500

Sponsored and International Student Fees

Description	FY 2017 (current) Fee	Avg. # of Students annually	Avg. Annual (Current) Revenue	Proposed increased fee & justification	Projected Future Revenue
Administrative fee, International Students (as % of program fee - used for special/contracted projects involving international student groups)	10%	varies	none currently	None - will develop more special/contracted programs to utilize this fee more effectively	will vary
Incoming international student exchange and study abroad students	\$50	75	\$3750	None - most of IPO's international exchange partner institutions do not charge a fee	\$3750
Sponsored student and scholar (per semester)	\$367.50	115	\$84525	\$375 - higher than most comparator institutions, but allows IPO to be proactive in possible enrollment decline in sponsored students from energy-dependent countries	\$86250
Sponsored student and scholar (per summer term)	\$200	40	\$8000	None	\$8000

Market Basis for Fee Increases

These comparator institutions were selected for analysis due to their status as land grant universities in the Western Market Region (according to WICHE). Most are also comparator/aspirational institutions identified by the UW Revenue Enhancement Committee.

Institution	Study abroad fee (semester)	Study abroad fee (year)	Study abroad fee (short-term)	Sponsored Int'l student fee
University of Alaska-Fairbanks	\$300	\$600	\$300	no data
University of Idaho	\$550	\$550	\$200	no data
South Dakota State	\$27	\$27	\$27	no data
North Dakota State	\$450	\$650	\$650	\$400/semester
Montana State	\$300 (if direct enrollment)	\$300 (if direct enrollment)	\$50	no fee
University of Nevada-Reno	\$100	\$100	\$100	\$100/semester
University of Nebraska	\$150	\$150	\$150	no fee
Oklahoma State	\$150	\$300	\$75	\$350/semester
Utah State Univ.	\$225	\$225	\$150	\$200/semester
Washington State	\$150	\$300	\$75	\$300/semester
Oregon State Univ.	\$350	\$350	\$350	\$275/semester
Colorado State Univ.	\$500	\$1000	\$350	\$340/semester
AVERAGE FEES:	\$271	\$379	\$206	\$281

PROPOSED IPO LEGAL FEE

The Case for Charging a Fee for Legal Services Provided by IPO

Carrie Hesco, Immigration Coordinator in IPO, is a licensed attorney. There are certain services that she offers to UW students, staff, faculty and Wyoming businesses free of charge. She started offering these services because there was a clear need at UW and, when she began at UW nine years ago, no one locally could offer them. These services are fairly routine for an attorney with a background in immigration policies, but the forms can be very intimidating to someone that is not familiar with the process. Carrie currently offers the following services free of charge:



Description of Service	Proposed Fee	Avg. # of cases	Projected Revenue
Assistance with completion of the Form I-130 for marriage to a U.S. citizen and the accompanying I-485. This process includes advising on what supporting documentation also needs to be included in the application	\$100/hour (approx. 2 hours per case)	5-10/year	\$1000-\$2000/year
Assistance to permanent residents with Naturalization application, whether UW student, faculty or WY resident	\$100/hour (approx. 2 hours per case)	1-2/year	\$200-\$400/year
Assistance to any Wyoming business with application for an H1B work authorization for an international employee.	\$100/hour (approx. 2 hours per case)	3 applications in Hesco's 9 years at UW	\$200/year (if one case per year following increased promotion of service)

The Case for Charging a Fee for Legal Services Provided by IPO (cont'd)

Thus, a **\$100/hour fee is proposed** for legal services provided by IPO. The type of service will vary. Revenue generated from these fees would be used to set up a **discretionary account** to support international programming across campus, including expenses associated with hosting visiting dignitaries at UW and responding to requests that IPO receives to contribute funds to UW international student clubs and their sponsored public events.

Two issues need to be considered at this point regarding whether Carrie continues to offer these legal services and whether UW charges for them:

- **Malpractice** — If UW is collecting fees for services Carrie offers, UW could ultimately be liable for any potential malpractice claims. This is true even if UW is not collecting fees for legal services provided in the office during work hours.
- **Competition** — When Carrie started offering these services at UW, there was a need due to a lack of local attorneys who specialized in immigration law. There are now several in Laramie and Cheyenne who list immigration as services they can offer. One attorney in Laramie is now exclusively dedicated to immigration law. The proposed fees for Carrie's legal services are roughly half what a private practice attorney charges for the same services.

SUMMARY

The Case for Increased Fees in IPO's Program Areas

An increase in certain areas of IPO's existing fee structure will allow for greater IMPACT on student success, whether outgoing study abroad students or incoming international students, through the varied advising and programmatic services we provide to the UW community. For instance, fee increases will allow IPO to create more and better marketing materials (videos, pamphlets, posters, etc.), organize more promotional events, coordinate more cultural events for IPO's students and support more of these events organized by other units across campus. That being said, the allocation of new revenue will remain FLEXIBLE to put funds where they are most needed. This will allow the IPO team to monitor impact to student enrollments and success measures, and also if fee increases negatively impact student enrollments and satisfaction.

Justification

- The **International Exchange/Study Abroad application** and the **International Field Course** fees are used to pay for staff professional development (training, conference registration and organizational membership, associated travel expenses) and site visits to international partner institutions to meet with counterparts overseas. These fees are also used to organize study abroad fairs and other promotional events, create marketing materials, and complete administrative tasks (e.g. sending official documents overseas). These fees were increased by \$40 on July 1, 2016 to account for the adoption of Terra Dotta, a web-based study abroad application system to increase efficiency, productivity and enrollments (will go live Oct 2016). The increased fees cover Terra Dotta's subscription service of \$2500/year and \$30 fee per student application. A further increase in these areas will bring IPO's fee structure to a level that is more consistent with fees charged by UW's comparator and aspirational institutions for the same programming and services.
- Fees for incoming **sponsored international students** are currently used to support two salaries (\$37,000) but prior to April 2016 supported three salaries (a coordinator position was fully funded by these fees, but the position became vacant and is now frozen). These fees are also used to pay for staff professional development, create promotional and recruitment materials, organize cultural events and excursions for sponsored students, and administrative tasks (e.g. sending official documents overseas). A fee increase in the sponsored student area will allow IPO to be proactive in absorbing a possible student enrollment decline from energy-dependent countries (e.g. Kuwait, Saudi Arabia). We will also allocate a budget for international sponsored student recruitment activities in host countries, which previously has not been prioritized. Finally, an increase in this fee will ensure IPO can cover the salary for the coordinator position again in the future.
- Fees for **incoming international exchange students** are requested to remain the same due to these fees not being charged by IPO's partners overseas.

Deliverables to Students

The benefits to students from fee increases are multiple and include:

- More cultural programming and financial support for cultural events on campus
- Enhanced marketing to UW students, incoming international students, and to international partner institutions to increase recruitment and enrollment (leading to additional revenue)
- More budget allocated for on-site recruitment of incoming international exchange and sponsored students in host countries
- Ability to hire third student advising coordinator who has student support and advising duties in both study abroad and sponsored student operations
- In terms of ACCESS, the proposed study abroad fee increases are not prohibitive and are in line with UW comparator institutions. For the proposed sponsored student fee increase, there will be no direct impact on the individual student since the fee is paid for on their behalf by the sponsoring agency or organization
- Finally, in terms of TRANSPARENCY, students will be clearly informed in their resource materials, by advising coordinators, and via other means of what fees they will be charged, what they are used for and how these fees provide measurable benefits to them as consumers