



UNIVERSITY OF WYOMING
VICE PRESIDENT FOR ADMINISTRATION

Fee Book

July 1, 2010 – June 30, 2012

University of Wyoming
The Fee Book
July 1, 2010 - June 30, 2012

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I. THE BOARD OF TRUSTEES POLICY

The policies outlined in this document apply to the 2010-2012 fiscal year. All prior approvals of fees, charges, and deposits are repealed effective July 1, 2010 except as to rights or obligations previously acquired or incurred there under.

The fees, charges, fines, penalties, refunds, and deposits are subject to change without notice.

Publication of fees, charges, refunds, and deposits in the University of Wyoming Fee Book is required prior to charging fees. Exceptions may be granted by the Vice President for Administration.

Authority

The Trustees of the University of Wyoming, a constitutional body, are responsible for the "management of the university" (Wyoming Constitution, Article 7, 17). The Trustees "possess all the powers necessary or convenient to accomplish the objects and perform the duties prescribed by law and shall have custody of the books, records, buildings and all other property of the university" (W.S. 21-17-203). The Trustees may "(e)xpend the income placed under their control from whatever source derived, and exercise all other functions properly belonging to such a board and necessary to the prosperity of the university and all its departments" (W.S. 21-17-204).

Section 2 of Chapter VIII (STUDENTS) of the Regulations of the Trustees stipulates that "All student fees, charges, refunds, and deposits shall be fixed by resolution of the Trustees and shall be published in the appropriate university publications."

Therefore, pursuant to constitutional and statutory provisions, the Trustees are responsible for the establishment of all fees, charges, and deposits assessed, and refunds afforded to individuals applying for admission to the university, enrolled students, university employees, and the general public. Such fees shall be reasonable and prudent for the adequate protection and control of university funds, equipment, facilities services and materials.

Financial Assistance

Financial assistance received by students through the Office of Student Financial Aid will be applied to assessed tuition and mandatory fees then to other university assessed fees and charges, prior to distribution to the student. If the student receives federal financial aid they may (in writing) limit the use of financial aid to only tuition payments, mandatory fees and university housing charges.

Failure to Pay Fees, Charges, Fines, Penalties

A student failing to pay fees, charges, fines, penalties, or deposits as prescribed by the Trustees of the University of Wyoming shall be denied registration at the university or copies of transcripts until such fees, charges, fines, penalties, or deposits are paid in full. A non-student failing to pay fees, charges, fines, penalties, or deposits as prescribed by the Trustees of the University of Wyoming shall be denied use of University facilities and services until such fees, charges, fines, penalties, or deposits are paid in full. Procedures for adjudication of disputes over payment of fees, charges, fines, penalties, or deposits shall be prescribed by the Vice President for Administration.

Student Loans and Scholarships

Interest rates for 1) loan funds established by the University of Wyoming; 2) loan funds established by trust agreement, will, or similar instrument with no stipulated interest rate; and 3) loan funds established by the State of Wyoming without statutory interest rates shall be established at six percent (6%) annual percentage rate with a two percent (2%) annual percentage rate penalty for loan default.

Interest shall be established at prescribed rates for 1) loan funds established by trust agreement, will or similar instrument with interest rate provisions; and 2) loan funds established by the State of Wyoming with statutory interest rates.

Interest rates for the Medical School Student Loan Program and Family Practice Residency Loan Program shall be consistent with Trustee actions on student loan interest rates prescribed by the Trustees on July 9, 1985 and November 9, 1985.

The interest rate for the Medical Student Contract Support Program shall be consistent with the actions of the 1993 (52nd) General Session of the State of Wyoming Legislature (Wyoming Statute, Chapter 203).

The interest rate for the Superior Student in Education Loan Program shall be consistent with Trustee action on student loan interest rates (April 11, 1985) and established at six percent (6%) annual percentage rate with a two percent (2%) annual percentage rate penalty for loan default.

Fees, Charges, and Deposits, Student Publications

The Trustees delegate the authority for the establishment of advertising, subscription and related rates or charges for student publications, including the Branding Iron, Frontiers Magazine, and Owen Wister Review, to the Student Publications Board. Rates or charges established by the Student Publications Board shall be filed annually with the Office of the Vice President for Administration and published in the Fee Book.

Internal Fees, Charges, and Deposits

The Vice President for Administration, with approval by the Trustees, is authorized to establish fees, charges, or deposits for interdepartmental purposes. In no case shall the assessment of such fee, charge, or deposit exceed the direct cost plus reasonable administrative overhead.

Facility Rental Fees

Non-university users of campus facilities will be assessed a 10 percent surcharge on rental fees. Any surcharge will be deposited into a separate account earmarked for maintenance, and under the control of the Director of Physical Plant. For self-sustaining facilities rented to external users, surcharges will be deposited to an account similarly designated.

The following rental fee structure will be used:

- Classification I – Qualifying groups and activities include UW recognized student clubs and organizations, faculty or staff work-related meetings, or fund-raising activities or other activities not involving commercial entities. Non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or UW department, with participants who are primarily students, faculty and staff qualify under this category.
- Classification II – Qualifying groups and activities include University departments, recognized student clubs and organizations co-sponsoring events with commercial entities or events where admission is charged. Non-profit organizations and Wyoming state agencies, not primarily involving students, faculty and staff and regional or national student or department educational conferences qualify under this category.
- Classification III – Commercial off-campus groups.

Other Provisions

The purpose of this policy is to allow University departments to recover direct costs, and reasonable indirect costs, for use of University facilities, equipment, services or materials as set forth in the following paragraph.

The Trustees' authority to establish fees is delegated to the Vice President for Administration to set casual food service rates in the University food service operations, resale of items in the University Bookstore, various telecommunication rates, and other resale activities. Fees will not be authorized for items nor shall this provision be construed, in any way, to avoid the Trustees' authority to establish fees.

Employee Tuition and Fee Waiver

Benefitted employees who are employed on at least a half time basis may enroll for one course up to six (6) semester hours of University enrollment in college credit courses (including Outreach courses) during each regular semester and summer semester with no cost for tuition and mandatory fees to the employee.

For additional information see UW Regulation 4-175.

High School Guest Students Fee Waiver

High School Guest Students may enroll in classes at the University of Wyoming with no charges for mandatory fees.

Wyoming Senior Citizen Students

Students age 65 and over are not charged tuition and mandatory fees. Wyoming Senior Citizen students are admitted to the University on a space available basis, and student benefits are not available.

II. SCHEDULES OF TUITION, FEES, AND REFUNDS

Regular Academic Year Tuition and Mandatory Fees

Tuition

The tuition policy of the Trustees for the 2010-2012 academic year includes the following:

Tuition is established to support instruction at the University. Excluded from tuition are laboratory and special course fees authorized separately by the Trustees.

- a. All charges are due on or before the Friday of the first week of class: an installment payment plan for all charges is available. Students who do not make their first installment payment will not be allowed to begin the current term.
- b. Graduate Assistants employed for 10 hours or more weekly as teaching or research assistants will be assessed tuition at the resident rate, for each regular term semester during which they are so employed.
- c. Graduate students qualifying for resident tuition in both the fall and spring semesters will be assessed resident tuition for the immediately following summer term.
- d. Graduate students NOT on Assistantship may enroll in Continuous Registration 5920 and 5940. Tuition will be assessed at \$40 per credit hour on these courses only. Mandatory fees are applicable.
- e. Student classification for fee purposes (and reduced tuition rates) is addressed in Trustee Regulation VIII C.
- f. Full-time refers to undergraduate, pharmacy and law students enrolled in 12 or more credit hours, and graduate students enrolled in 9 or more credit hours.
- g. All tuition and/or surcharges are subject to rounding for determining hourly rates.

Mandatory Fees

Mandatory fees are assessed to each student during the regular academic year and are to be paid with tuition as follows:

Special college and course fees are assessed in addition to the fees shown here.

- **Wyoming Union:** The fee is comprised of two components: \$95.98 in FY 2011 and \$101.87 in FY 2012 is assessed for support of annual operations, replacement of equipment for the Wyoming Union and \$35.25 is assessed for repair, replacement, renovation and construction, and for bond retirement for the Wyoming Union as authorized by the Trustees.
- **Student Services:** The income is specified for the support of ASUW including student activities, Student Senate operations and related activities, and expended in accordance with a budget approved by the Trustees. The fee also supports the Branding Iron, Owen Wister Review, Frontiers magazine, campus recycling program, support and programming for a centralized wellness program, AWARE, music, theater, and cultural programs and support of Student Leadership and Civic Engagement.
- **Student Health Service:** Full time students are assessed a mandatory student fee, which is \$100.35/ semester in FY 2011 and \$103.72/ semester in FY 2012 for the Student Health Service. Part time students may purchase the Optional Student Fee Package which includes the Student Health Service fee. Eligible student benefits include unlimited visits to staff physicians, physician assistant and nurse practitioner and nursing staff; and use of the pharmacy, laboratory and x-ray departments. Services with nominal charges include: consultants (orthopedics and psychiatry); pharmacy; x-ray; laboratory; allergy immunotherapy; immunizations; medical appliances and supplies; and procedures.
- **Intercollegiate Athletics:** The income is specified for the support of Intercollegiate Athletics, and provides full-time students with free admission to all University intercollegiate athletic events on campus, excluding tournament events.
- **Recreation Programs:** The income is specified for the support of campus recreation facilities and programs.
- **Transit Fee:** The income is specified for the support of the university transit system operations and to assist with capital funding for bus replacement.

Mandatory Fees, Academic Year, Full-time Students per semester	FY 2011	FY 2012	Chart Field																											
Full-time students																														
Wyoming Union Operations Planning/renovation/construction Series 1999 Bond Issue funding	131.23	137.12	FY 2011 \$95.98 FY 2012 \$ 101.87 /1304-12556 14.25/1304-12557 21.00/7520-16818																											
Student Services Student Services fee includes ASUW, Student Media, Recycling, Wellness, AWARE, Music/Theater and Student Leadership & Civic Engagement fees previously assessed as separate mandatory fees.	82.65	90.16																												
<table border="1"> <thead> <tr> <th>Student Services Detail</th> <th>Amount FY 2011</th> <th>Amount FY 2012</th> </tr> </thead> <tbody> <tr> <td>ASUW</td> <td>40.00</td> <td>42.04</td> </tr> <tr> <td>Student Media</td> <td>16.50</td> <td>19.25</td> </tr> <tr> <td>Recycling</td> <td>8.00</td> <td>9.11</td> </tr> <tr> <td>Wellness</td> <td>6.15</td> <td>6.59</td> </tr> <tr> <td>AWARE</td> <td>4.00</td> <td>4.12</td> </tr> <tr> <td>Music/Theatre</td> <td>5.50</td> <td>6.05</td> </tr> <tr> <td>Student Leadership & Civic Engagement (SLCE)</td> <td>2.50</td> <td>3.00</td> </tr> <tr> <td>Total</td> <td>82.65</td> <td>90.16</td> </tr> </tbody> </table>	Student Services Detail	Amount FY 2011	Amount FY 2012	ASUW	40.00	42.04	Student Media	16.50	19.25	Recycling	8.00	9.11	Wellness	6.15	6.59	AWARE	4.00	4.12	Music/Theatre	5.50	6.05	Student Leadership & Civic Engagement (SLCE)	2.50	3.00	Total	82.65	90.16			
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Student Health Service	100.35	103.72	1001-10023																											
Intercollegiate Athletics	77.50	77.50	76.50/1001-10073 1.00/1700 13168																											
Recreation Programs	62.00	67.33	1700-13362																											
Transit Fee	25.00	26.78	1318-17345																											
Total for Full-time students	478.73	502.61																												
Total for Part-time students																														
<ul style="list-style-type: none"> Students taking 1-3 credit hours (fee per credit hour) plus flat rate fee for Transit of FY 2011 \$25.00 and FY 2012 \$ 26.78 (FY 2011- Union Fee \$17.00 plus Student Services Fee \$13.60 FY 2012- Union Fee \$ 17.75 plus Student Services Fee \$ 14.82) Students taking 4 or more credit hours (flat rate fee) (FY 2011- Union Fee \$131.23, Student Services Fee \$82.65 plus Transit Fee \$25.00 FY 2012- Union Fee \$ 137.12, Student Services Fee \$ 90.16 plus Transit Fee \$ 26.78) Part-time students can also purchase the optional fee package (page 8)	30.60 per hour 25.00 238.88	32.57 per hour 26.78 254.06	1318-17345																											

Tuition Table

Tuition Fall and Spring Semesters Per credit hour	Resident FY2011	Non-Resident FY2011	Resident FY2012	Non-Resident FY2012
Undergraduate students	99.00	376.00	104.00	395.00
Graduate students	192.00	549.00	202.00	576.00
Law students	352.00	744.00	403.00	814.00
Pharmacy students	337.00	694.00	372.00	747.00
MBA students	509.00	726.00	519.00	753.00

Wind Energy Optional Student Fund	FY 2011 & FY 2102	Chart Field
Optional Wind Energy fee www.uwyo.edu/greenspot	varies	1700-19053

Other Tuition and Mandatory Fees

Concurrent Joint Enrollment

Concurrent Joint Enrollment: A student enrolled in one or more regular on campus courses and in one or more off-campus credit courses during the same academic term.

The total hours of concurrent joint enrollment shall be used in determining the student's part-time or full-time status for financial aid purposes.

Any concurrently jointly enrolled student, excluding flexible enrollment courses (correspondence courses), will be eligible to participate in the Optional Student Fee Package program.

Visitor's Fee

Members of the public who are not otherwise enrolled in University courses and who are not University employees may visit classes taught as part of a University course. To visit any number of classes taught in a specified section of a course during a specified semester, an individual must (1) secure written permission of the instructor, and (2) pay the visitor's fee.

Visitor's Fee	FY 2011 & FY2012	Chart Field
Visitor's fee, per course	25.00	

Optional Student Fee Package

The Optional Student Fee Package is available to all part-time students, excluding employees exercising their employee fee benefit privileges. Part-time students electing to enroll in the student health insurance program must also purchase the Optional Student Fee Package. The benefits received shall be the same as those afforded full-time students.

Full-time students must enroll for at least 9 credit hours. If you enroll for 4.5 to 8.5 hours of credit, you will be automatically charged for the Optional Student Fee Package. You are entitled to the privileges of a full-time student for the purposes of admission to cultural affairs, university theatre productions, and intercollegiate athletic games; eligibility for services of the Student Health Service, access to athletic facilities, and purchase of student health insurance; and other programs. **If a student does not want the full-time student benefits, they must waive them when registering each semester.**

Purchase of the Optional Student Fee Package does not classify you as a full-time student for purposes of full-time equivalent status in the Registrar's Office (i.e., loan certification, government statistics, etc.) unless you fit into one of the following two categories:

- (a) master's candidates who have a program of study on file in the Graduate School, who have completed at least 90% of the coursework for the master's degree, are working full time on his/her thesis or Plan B paper (certified by major professor and department head), and are enrolled for at least 1 hour; or
- (b) doctoral candidates who have a program of study on file, who have successfully completed the preliminary examination, are working full time on his/her dissertation or research project (certified by major professor and department head), and are enrolled for at least 1 hour.

Students who fit within the two special categories described above must fill out the Petition for the Optional Student Fee Package regardless of whether they have an assistantship or not in order to receive the full-time student benefits. If these students also wish to purchase student medical insurance, they must visit the Student Medical Insurance office to complete the necessary paperwork after the petition has been approved.

The master's candidate is eligible to participate in the Optional Student Fee Package for a period not to exceed four (4) consecutive academic terms (excluding summer sessions). The doctoral candidate is eligible to participate in the Optional Student Fee Package for a period not to exceed six (6) consecutive academic terms (excluding summer sessions).

Fees included in the Optional Student Fee Package are: Student Health Service, Intercollegiate Athletics, and Recreation Programs.

Optional Student Fee Package, per semester	FY 2011	FY 2012	Chart Field
Student Health Service	100.35	103.72	1001-10023
Intercollegiate Athletics	77.50	77.50	76.50/1001-10073 1.00/1700 13168
Recreation Programs	62.00	67.33	1700-13362
Total Fee, per semester	239.85	248.55	

Refunds and/or Cancellations of Tuition and Fees

Refund Policy

The refund policy of the Trustees for the 2010-2012 academic year is as follows:

- a. Mandatory fees are not refundable.**
- b.** Tuition and course fees, other than mandatory fees, will be refunded, in accordance with the Institutional Refund Policy, to students who formally withdraw from the University or drop all classes after registration and the payment of tuition and fees. Charges will be canceled in accordance with the schedule for those students who withdraw before completing payment.
- c.** Tuition and course fees, other than mandatory fees, will be refunded and/or cancelled, in accordance with the Institutional Refund Policy, to students who formally change status (i.e. nonresident to the resident or full-time to part-time).
- d.** Tuition and fee refunds due to students who have other debts owed to the University, will be distributed to those outstanding debts prior to disbursement to the student.

The Vice President for Administration, or his designee, may authorize refunds and/or cancellations inconsistent with these policies in unusual and infrequent circumstances and only when such actions are in the best interest of the University.

Calculation of Refund

Institutional Refund Policy

Academic Year 2010-2012 – 16 Week Courses

Before first day of semester	100%
Semester Class Day 1-8	100%
Semester Class Day 9-15	80%
Semester Class Day 16-20	70%
Semester Class Day 21-25	60%
Semester Class Day 26-30	50%
Semester Class Day 31-35	40%
Semester Class Day 36 on-	0%
Academic Year 2010-2012 – 8 Week Courses	
Before first day of classes	100%
Day 1-4	100%
Day 5-9	50%
Day 10-19	25%
Day 20 on-	0%

Examples of these calculations are available in Accounts Receivable

Federal Return of Funds Policy

A student who receives federal financial aid (other than Federal Work Study pay checks) and chooses to complete less than 60% of an academic term is considered not to have earned all the federal aid s/he has been awarded.

- If aid already disbursed is equal to earned aid, no further action is required.
- If aid already disbursed is less than earned aid, additional aid may be offered to the student after s/he withdraws.
- If aid already disbursed is greater than earned aid, UW and/or the student must return some federal funds.

To determine whether federal funds have been earned or must be returned, UW will follow this procedure:

Step 1: Determine the percentage of the term the student completed. This is calculated by dividing the number of calendar days (including weekends) in a term into the number of calendar days that the student was in attendance for that term.

Step 2: Apply the percentage of time attended to the total amount of federal aid the student was eligible to receive for the term. This is the student's "earned aid."

Step 3: Subtract the amount of earned aid from the amount of aid actually disbursed to the student. A positive remainder is the student's "unearned aid." A negative remainder is the student's "earned aid" that may still be offered to the student.

Step 4: Determine the amount of unearned aid that must be repaid by UW. Multiply the institutional charges by the percentage of unearned aid, and compare this figure to the total unearned aid. UW will repay the lesser amount.

Step 5: Determine the amount of unearned aid remaining that must be repaid by the student. Subtract the amount of unearned aid repaid by the institution from the total amount of unearned aid.

All unearned aid will be returned to the federal student loan lender or federal aid accounts in the following order:

- Unsubsidized Stafford Loan
- Subsidized Stafford Loan
- Federal Perkins Loan
- Federal PLUS (Parent) Loan
- Federal Pell Grant
- Federal SEOG Grant
- LEAP Grant

Any amount owed by the student on a grant will be reduced by 50%.

The date of a student's withdrawal from UW will be the date of the student's notification to the **Dean of Students** of intent to withdraw. When a student fails to officially withdraw from UW, we will assume the withdrawal date to be the midpoint of the semester or the last date of documented academic activity.

UW will repay the lesser of (1) the total amount of unearned aid, or (2) an amount equal to the student's institutional charges multiplied by the percentage of unearned aid. "Institutional charges" is defined as charges for tuition and fees, plus room and board charges for students living in UW residence halls and apartments. It does not include such charges as bookstore charges, student health insurance premiums, parking citations, or library fines.

The amount of unearned aid owed by the student on a loan may be repaid under the normal repayment terms of the loan. The amount of unearned aid owed by the student on a grant must be repaid immediately.

Any amount of earned aid not yet disbursed to the student will be offered to the student. Such offers will cover any undisbursed grants first, followed by undisbursed loans.

Examples of how we calculate the amount of unearned federal aid a student must return are available from a professional adviser in the **Office of Student Financial Aid**. A chart detailing the percentage of earned and unearned aid, by calendar day of the semester, is published in the *Class Schedule* for each semester. In brief, to determine the percentage of earned federal aid, the calculation will use the total number of calendar days in the term divided by the total number of calendar days the student attended.

Interaction of Federal Return of Funds Policy and Institutional Refund Policy

When a student who receives federal financial aid withdraws from the university, s/he may owe a repayment of federal funds and/or be due a refund from UW or owe an additional amount to UW.

The Federal Return of Funds policy will be applied before any refund due under the UW policy is disbursed. For details on the application of these policies to a specific situation, please consult with the Accounts Receivable Office, 250 Knight Hall, phone (307) 766-6232.

III. Outreach School

Outreach School Credit Programs- Course Tuition and Fees

The tuition policy of the Trustees for the 2010-2012 year for credit courses delivered at a distance includes the following:

- a) Outreach tuition is established to support the costs of instruction in a UW credit course delivered at a distance, excluding laboratory and special course fees authorized by the Trustees and defined in Section I of this Fee Book.
- b) Tuition is payable depending upon the type of delivery and as outlined below.
- c) Laboratory and special course fees for courses offered through the Outreach School will be charged in addition to tuition as approved in this Fee Book and credited to the appropriate Outreach School account,
- d) Any financial assistance received by students through the Office of Student Financial Aid will be applied to assessed tuition first and to all other University assessed fees charges and deposits second—prior to distribution to the student.
- e) Any student enrolled in UW Outreach Credit courses, excluding those delivered by correspondence study, will be eligible to participate in the Optional Student Fee Package program.
- f) Outreach tuition will be charged per credit hour for the enrollment period fall semester 2010 through summer semester 2012.

Outreach Credit Programs- Course Tuition and Fees

- UW Outreach Credit Programs delivers two types of degree and academic certificate programs – core programs and entrepreneurial programs. Outreach tuition for core programs is indexed to resident tuition for undergraduates and graduates, plus an outreach delivery fee. Tuition for entrepreneurial programs is set at a rate to allow these programs to be self-supporting.
- Tuition is payable in advance and no student shall be admitted to classes until such tuition has been paid except upon specific authorization of the Associate Provost for Academic Affairs and Dean of the Outreach School. Most often, such authorization is granted when a student has met the conditions required to establish that a financial commitment has been made. These conditions may include, but are not limited to, pending, accepted financial aid and/or scholarships as well as a partial payment or deposit by the deadline set by UW Outreach Credit Programs to allow proper delivery of the course(s).

Outreach Credit Programs Courses FY 2011 & FY 2012 per credit hour	Outreach Tuition FY 2011	Outreach Tuition FY 2012	Outreach Delivery Fee*
Video conference, Audio conference, and On-site Courses			
Undergraduate	99.00	104.00	15.00
Graduate	192.00	202.00	15.00
Online Courses			
Undergraduate	99.00	104.00	40.00
Graduate	192.00	202.00	40.00
Extension fee for students taking an incomplete Per credit hour			40.00
Hybrid Courses			
Undergraduate	99.00	104.00	15.00
Graduate	192.00	202.00	15.00
Online Delivery Fee, per course			40.00

Outreach Credit Programs Courses FY 2011 & FY 2012 per credit hour	Outreach Tuition FY 2011	Outreach Tuition FY 2012	Outreach Delivery Fee*
Entrepreneurial Programs			
Executive Online MBA Program per credit	600.00	600.00	
Online Delivery Fee, per credit			40.00
Distance English Masters Program, per credit	249.00	249.00	
Land Surveying Certificate Program, per credit	225.00	225.00	
Students in Utah contract, Ph.D. Adult Education (cap)	225.00	225.00	
Accelerated Nursing SBA Program, per credit	402.00	402.00	
Accelerated Nursing SBA Program- Online Classes, per credit	402.00	402.00	
Online Delivery Fee, per credit			40.00
Dental Hygiene contract with Sheridan College			
Resident, per semester	1,850.00	1,850.00	250.00
Special Resident, per semester	2,775.00	2,775.00	250.00
Non-resident, per semester	5,950.00	5,950.00	250.00
Note: Entrepreneurial courses delivered in a hybrid mode may be assessed an additional \$40 fee per course for the online delivery portion of the course.			
Residency in Teaching			
Resident			
Undergraduate, per credit	99.00	104.00	
Graduate, per credit	192.00	202.00	
Non-Resident			
Undergraduate, per credit	376.00	395.00	
Graduate, per credit	549.00	576.00	
Distance Delivery fee for Elementary Education program, one time per semester (fall & spring only)	400.00		1700-18100 (Chart Field)
*Fees are not refundable after the first week of class.			

Correspondence Study Courses

- Tuition equivalent to undergraduate outreach tuition is charged for credit courses. The tuition charged for non-credit courses is based on a 3-credit course which is comparable in student workload, instructor workload and cost to UW Outreach Credit Programs. Mandatory campus fees are not assessed to students enrolled solely in correspondence study courses. Tuition is payable in advance, except upon specific authorization of the Associate Provost for Academic Affairs and Dean of the Outreach School. Fees for textbook rentals, course material deposits, registration transfers, and course extensions are not included in tuition and are listed separately (below).

Correspondence Study Courses FY 2011 & 2012	Outreach Tuition FY 2011	Outreach Tuition FY 2012	Outreach Delivery Fee	Chart Field
Course tuition, per credit hour	99.00	104.00		1001-10025
Delivery fee, per credit hour			15.00	1700-13077
Non-credit course tuition, per course	282.00	282.00		1001-10025
Delivery fee, per course			45.00	1700-13077

University of Wyoming/Casper College Center – Course Tuition and Fees

- Tuition for UW/CC Center programs is indexed to outreach tuition for undergraduates and graduates, plus an outreach delivery fee.
- Tuition is payable on the same payment schedule as the UW Laramie campus.

University of Wyoming/Casper College Center Credit Courses FY 2011 per credit hour	Outreach Tuition FY 2011	Outreach Tuition FY 2012	Outreach Delivery Fee
University of Wyoming/Casper College Center Programs			
Undergraduate	99.00	104.00	15.00
Graduate	192.00	202.00	15.00
Hybrid course delivery fee			40.00

Summer Session - Course, Tuition and Mandatory Fees

Tuition, Summer 2011 & 2012

The tuition policy of the Trustees for the 2011 and 2012 Summer Session is as follows:

- a) Tuition is established to provide support for the costs of enrollment in a University class, excluding laboratory and special course fees authorized by the Trustees.
- b) Tuition is payable prior to the first day of scheduled classes. An 18% APR interest rate will be charged on past-due balances.
- c) Graduate Assistants employed for 10 hours or more weekly as teaching or research assistants will be assessed tuition at the resident rate for each regular term semester during which they are so employed. Graduate students qualifying for resident tuition in both the fall and spring semesters will be assessed resident tuition for the immediately following summer term.
- d) Graduate students NOT on Assistantship may enroll in Continuous Registration 5920 and 5940. Tuition will be assessed at \$40 per credit hour on these courses only. Mandatory fees are applicable.
- e) Student classification for fee purposes (and reduced tuition rates) is addressed in Trustee Regulation VIII C.

Tuition, Summer, 2011 & 2012	Resident FY 2011	Non-Resident FY 2011	Resident FY 2012	Non-Resident FY 2012	Outreach FY 2011	Outreach FY 2012	
Undergraduate students	99.00	376.00	104.00	395.00	99.00	104.00	
Graduate students	192.00	549.00	202.00	576.00	192.00	202.00	
Law students	352.00	744.00	403.00	814.00			
Pharmacy students	337.00	694.00	372.00	747.00			
MBA students	509.00	726.00	519.00	753.00			
Entrepreneurial programs						See above	

Mandatory Fees, Summer 2011 & 2012

Mandatory fees assessed during the 2011 and 2012 Summer Sessions will be assessed based on whether the student is enrolled in any classes delivered on the Laramie campus or only classes delivered by the Outreach School. Mandatory fees will be assessed each student registered in one or more courses delivered on the Laramie campus during the 2011 and 2012 Summer Sessions. Mandatory fees will not be assessed if a student is only enrolled in classes delivered by the Outreach School but Outreach School delivery fees will be assessed. Fees are to be paid with tuition and will be assessed as follows:

For students enrolled in one or more Laramie campus classes (and applied to **total** enrollment):

- a) **Student Health Service:** Students enrolled in summer school are assessed a mandatory student fee, which is \$ 77.79 for the Student Health Service, which provides access throughout the summer. Students not enrolled in the summer, who attended classes in the spring semester and are pre-enrolled for the fall semester are eligible to pay the summer fee and receive care at the Student Health Service during the summer session. The fee must be paid prior to or at the initial visit.
- b) **Wyoming Union:** The income is split with \$ 12.70 per credit hour specified for the support of the operations and \$1.75 per credit hour for bond retirement for the Wyoming Union. The remaining \$1.35 is earmarked for planning, repair, replacement, and renovation of the Wyoming Union as authorized by the Trustees.
- c) **Recreation Programs:** The income is specified for the support of campus recreation facilities and programs.
- d) **Student Services:** The income is specified for the support of ASUW including student activities, Student Senate operations and related activities, and expended in accordance with a budget approved by the Trustees. The fee also supports the Branding Iron, campus recycling program, support and programming for a centralized wellness program, AWARE and support of music, theater, and cultural programs.

Summer session students who are enrolled and pay the Student Health fee and Recreation fee have access to Campus Recreation and Student Health for the entire summer.

Students enrolled for the spring semester and pre-registered for the fall semester, but not enrolling during the summer session, will be eligible to purchase summer access to Student Health and/or Recreation by paying the mandatory fees assessed for the summer term.

Tuition is payable prior to the first day of scheduled classes. An 18% APR interest rate will be charged on past-due balances.

Mandatory Fees, Summer, 2011, Laramie Campus enrollment	FY 2011 & FY 2012	Chart Field																
Student Health Services (assessed all students)	77.79	1100-10024																
Recreation Programs (assessed all students)	46.25	1700-16202																
Wyoming Union (per credit hour to a maximum of \$131.23 for FY 2011 and \$137.12 for FY 2012)	15.80																	
Operations		12.70/1304-12556																
Planning/renovation/construction		1.35/1304-12557																
Series 1999 Bond Issue funding		1.75/7520-16818																
Student Services (per credit hour to a maximum of \$82.65 for FY 2011 and \$90.16 for FY 2012)	9.42																	
<table border="1"> <thead> <tr> <th>Summer Student Services Fee Detail</th> <th>FY 2011 & FY 2012</th> </tr> </thead> <tbody> <tr> <td>ASUW</td> <td>\$ 4.40</td> </tr> <tr> <td>Student Media</td> <td>\$1.20</td> </tr> <tr> <td>Recycling</td> <td>\$0.17</td> </tr> <tr> <td>Wellness</td> <td>\$0.50</td> </tr> <tr> <td>AWARE</td> <td>\$0.18</td> </tr> <tr> <td>Theatre</td> <td>\$2.97</td> </tr> <tr> <td>Total</td> <td>\$ 9.42</td> </tr> </tbody> </table>			Summer Student Services Fee Detail	FY 2011 & FY 2012	ASUW	\$ 4.40	Student Media	\$1.20	Recycling	\$0.17	Wellness	\$0.50	AWARE	\$0.18	Theatre	\$2.97	Total	\$ 9.42
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AWARE	\$0.18																	
Theatre	\$2.97																	
Total	\$ 9.42																	

For students enrolled only in courses delivered by the Outreach School credit programs:

Outreach School Credit Programs Courses	OCP	UW/CC
Video conference, Audio conference, and On-site Courses Per credit hour	15.00	15.00
Online Courses Per credit hour	40.00	
Extension fee for a grade of incomplete Per credit hour	40.00	
Hybrid Courses Per credit hour	15.00	15.00
Online delivery fee, per course	40.00	40.00
Outside Agency Sponsored Courses Registration fee, per credit hour	50.00	50.00
Continuous Registration, NOLS, Peace Corps, etc. Courses Registration fee, per credit hour	40.00	40.00

Winter Break – Course Tuition and Fees

- a) During the Winter Break, courses will be delivered through the Outreach School.
- b) Tuition is established to support the costs of delivering Winter Session courses and does not include study abroad fees, special course fees, or delivery fees.
- c) Additional expenses to cover travel and other expenses will vary by course and will be assessed.
- d) Payment of tuition, fees, and additional expenses is due at the beginning of the fall semester preceding the Winter Session in which the student will be participating.

Outside Agency Sponsored Course and Continuous Registration Course Registration Fee

Courses offered for University credit but for which the University incurs no instructional or delivery costs will be assessed a registration fee to cover administrative costs. These courses include:

- Courses offered for professional development and taught by non-UW employees, in which the content and instructors have received approval by appropriate University departments.
- Continuous Registration courses required of graduate students for the sole purpose of maintaining their degree candidacy when they are taking no other credits.
- Courses offered in partnership with the National Outdoor Leadership School (NOLS), and the University of Wyoming International Studies Peace Corps Option for University of Wyoming academic credit.

Not included are courses (other than Continuous Registration) in which the instructors are UW employees, regardless of the sources of remuneration for the instruction. Exceptions are possible only in cases where there is a compelling rationale, such as external funding that (a) is sufficient to cover the instructors’ salary and benefits and (b) explicitly requires the delivery of credit-bearing curriculum for an administrative fee. Authorization for such exceptions is not automatic, and it requires prior written approval by the Provost and Vice President for Academic Affairs.

Outreach School Credit Course Registration Fee	FY 2011 & FY 2012	Chart Field
Outside Agency Sponsored courses, per credit hour	50.00	1700-13495
Continuous Registration, NOLS, Peace Corps courses, per credit hour	40.00	1700-13495

Outreach School Credit Programs – Course Refunds

Outreach Credit Programs - Course Refunds

Student course refunds are based on the percent of the class time elapsed at the time of official withdrawal. If a student drops prior to the beginning of a course, a full refund is issued. After the beginning of a semester, the amount of tuition to be refunded is based on the number of class hours elapsed and the schedules below. Delivery fees are not refundable after the first week.

Compressed video, audio, hybrid and on-site classes – Academic Years 2010-2012	
1-3 class hours elapsed for 3 credit class	100%
4-6 class hours elapsed for 3 credit class	100%
7-9 class hours elapsed for 3 credit class	80%
10-12 class hours elapsed for 3 credit class	70%
13-15 class hours elapsed for 3 credit class	60%
16-18 class hours elapsed for 3 credit class	50%
19-21 class hours elapsed for 3 credit class	40%
22+ class hours elapsed for 3 credit class	0%
<i>Note: Refund percentages will apply in the same manner for classes that earn more or less than 3 credit hours. The Outreach School can provide exact class hours elapsed for those interested.</i>	

Online courses – Academic Years 2010-2012	
Before first day of semester	100%
Semester Class Day 1-8	100%
Semester Class Day 9-15	80%
Semester Class Day 16-20	70%
Semester Class Day 21-25	60%
Semester Class Day 26-30	50%
Semester Class Day 31-35	40%
Semester Class Day 36 on	0%

Correspondence Study courses – Academic Years 2010-2012	
If enrollment is not accepted by the University of Wyoming	100%
Within the first 6 weeks from the date of enrollment	90%
Within 6 – 12 weeks from the date of enrollment	50%
After 12 weeks from the date of enrollment	0%

University of Wyoming/Casper College Center – Course Refunds

Student course refunds are based on the same schedule used for UW Laramie campus courses as outlined below.

16 Week courses – Academic Years 2010-2012	
Before first day of semester	100%
Semester Class Day 1-8	100%
Semester Class Day 9-15	80%
Semester Class Day 16-20	70%
Semester Class Day 21-25	60%
Semester Class Day 26-30	50%
Semester Class Day 31-35	40%
Semester Class Day 36 on	0%

8 Week courses – Academic Years 2010-2012	
Before first day of semester	100%
Day 1-4	100%
Day 5-9	50%
Day 10-19	25%
Day 20 on	0%

Examples of these calculations are available in Accounts Receivable

Summer Session – Course Refunds

Summer Session 2011 and 2012

Session	100% Drop/Add	50%	25%	0%
12 weeks	6 days	7-15days	16-29 days	30+ days
8 weeks	4 days	5-9 days	10-20 days	21+ days
6 weeks	3 days	4-8 days	9-15 days	16+ days
4 weeks	2 days	3-5 days	6-10 days	11+ days
3 weeks	2 days	3-4 days	5-8 days	9+ days
2 weeks	1 day	2-3 days	4-5 days	6+ days
1 week	1 day	2 nd day	3 rd day	4+ days

Examples of these calculations are available in Accounts Receivable

Outreach School Credit Programs – Miscellaneous Fees

Outreach School Credit Programs - Miscellaneous	FY 2011 & FY 2012	Chart Field
Course fees for courses delivered through the Outreach School will be the same as for courses outlined in this Fee Book	Varies	1700-13495
Late registration fee - University of Wyoming/Casper College Center, per semester	25.00	1700-13495
Summer Tour, London, England, in lieu of tuition, per student	150.00	1700-13495
WICHE-ICE enrollment fee, per course	20.00	1700-13531
Correspondence Study courses		
*Kit rental fee, 9 month, (non-refundable)	10.00-30.00	1700-13077
*Deposits (50% refundable upon return)		
Video Tapes	20.00-110.00	1700-13077
Audio Tapes	10.00-30.00	1700-13077
Video/audio tape package	20.00-60.00	1700-13077
Changes in registration		
Transfer to another course (non-refundable)	30.00	1700-13077
Extension of completion date (non-refundable)	30.00	1700-13077
Course packet replacement (non-refundable)	10.00	1700-13077
*Fees vary depending on amount, content and nature of material		
Video tape, DVD, and other loaned course materials replacement fee	Varies based on item	1700-13531
Instructional Design Services, per hour	100.00	1700-13531
Use of computer laboratories in public schools and community colleges, per student	11.00	1700-13531

Enrichment class fees: (per participant)		
a. Enrichment classes: per person, per class depending on the cost required to offer the class	10-400	1700-13498
b. Non-credit online programs: per person, per program: depending on the cost required to offer the class	29-4,500	1700-13498
c. Trips: per person, per trip: depending on the location and nature of the class, as well as the cost required to offer the class.	750-6,000	1700-13090

Outreach School Non-Credit Programs – Course Tuition and Fees

Outreach School – Technical Services

Outreach Technology Services (OTS)

Television (UWTV)	FY 2011 & FY 2012	Chart Field
Overtime hours incurred performing any service will be paid by the initiating agency		
Commercial Television Production		1700-13076
Administration, per hour	25.00	
Graphics /computer animation, per hour	60.00	
Dubbing, base rate, per hour, plus tape cost	30.00	
DVD encoding, per hour	30.00	
DVD duplication, base price, per disk, plus disk costs	10.00	
Encoding streaming files, per minute, minimum 15 minutes	2.00	
Nonlinear (Avid, Digital Beta, Beta SP, DV Cam) editing, per hour	110.00	
Planning, per hour	40.00	
Pre-production (3 person crew), per hour	90.00	
Production, per hour (full studio with engineer)	350.00	
Production (single camera studio), per hour	140.00	
Production, per hour, TV Instructional studio	135.00	
Remote Unit (Digital Beta), per hour	110.00	
Remote Unit (DVCam/SVHS), per hour	85.00	
Research/Institutional Television Production		1700-13076
Administration, per hour	15.00	
Graphics /computer animation, per hour	40.00	
Dubbing, base rate, per hour, plus tape cost	25.00	
DVD encoding, per hour	25.00	
DVD duplication, base price, per disk, plus disk costs	6.00	
Encoding streaming files, per minute, minimum 15 minutes	1.00	
Nonlinear (Avid, Digital Beta, Beta SP, DV Cam) Editing, per hour	70.00	
Planning, per hour	25.00	
Pre-production (3 person crew), per hour	45.00	
Production (full studio with engineer), per hour	260.00	
Production (single camera studio), per hour	100.00	
Production, per hour, TV Instructional studio	50.00	
Remote Unit (Digital Beta), per hour	70.00	
Remote Unit (DVCam/SHVS), per hour	55.00	
Television Satellite Reception, per hour		1700-13076
Research/Institutional	35.00	
Commercial	45.00	
Campus Cable Fiber Distribution		

Television (UWTV)	FY 2011 & FY 2012	Chart Field
Research/Institutional 8:00 am – 5:00 pm	30.00	
After hours, per hour	45.00	
Commercial 8:00 am – 5:00 pm	40.00	
After hours, per hour	60.00	

UW Outreach Video Network (OVN)	FY 2011 & FY 2012	Chart Field
UW Outreach Video Network (OVN)		1700-19550
Educational, Non-profit, Government		
Set-up fee, per event	25.00	
Video Conferencing fee, per hour, per site	10.00	
Operator fee, per hour, per site	20.00	
Engineering fee, per hour	30.00	
Room Fee (non educational entities) per hour/per site	5.00	
Commercial		
Set-up fee, per event	50.00	
Video Conferencing fee, per hour, per event	20.00	
Operator fee, per hour, per site	40.00	
Engineering fee, per hour	60.00	
Room Fee (non educational entities) per hour/per site	10.00	

Outreach Credit Programs (OCP)

Audio Teleconferencing Fees	FY 2011 & FY 2012	Chart Field
Academic/Instructional		1700-13531
Meet Me- per port, per hour	2.00	
Dial Up- per port, per hour	2.00	
Bridge Operator Fee, per hour	15.00	
Non-Instructional/Educational Groups		1700-13531
Meet Me- per port, per hour	2.00	
Dial Up- per port, per hour	2.00	
Bridge Operator fee, per hour	15.00	
Governmental Agencies		1700-13531
Meet Me- per port, per hour	2.00	
Dial Up- per port, per hour	2.00	
Bridge Operator fee, per hour	15.00	
Commercial/Private Sector		1700-13531
Meet Me- per port, per hour	4.00	
Dial Up- per port, per hour	4.00	
Bridge Operator fee, per hour	15.00	

Outreach School- Room Rentals

UW Casper College Center (UW/CC)	FY 2011 & FY 2012	Chart Field
Facility use fee – education/government/non-profit groups		1700-13383
Small room		
1 - 4 hours	20.00	
4 - 8 hours	30.00	
Medium room		
1 - 4 hours	25.00	
4 - 8 hours	40.00	
Large room		
1 - 4 hours	30.00	
4 - 8 hours	50.00	
Facility use fee – private industry/for profit groups		1700-13383
Small room		
1 - 4 hours	25.00	
4 - 8 hours	40.00	
Medium room		
1 - 4 hours	30.00	
4 - 8 hours	50.00	
Large room		
1 - 4 hours	40.00	
4 – 8 hours	70.00	
Charges for use above 8 hours in one day will be prorated. Groups will be charged for cancellation of room use at the rate of ½ of the rental charges for the room reserved if cancelled with less than 3 business hours' notice		
Mobile Computer Lab usage		1700-17115
Education/government/non-profit groups		
1-4 hours	150.00	
4-8 hours	250.00	
Private industry/for-profit groups		
1-4 hours	200.00	
4-8 hours	300.00	

Outreach School- Wyoming Public Media (WPM)

Wyoming Public Radio (WPR)	FY 2011 & FY 2012	Chart Field
Radio Production and Recording		1700-13074
Production room, self-use, per hour (minimum of 1 hour charge)		
Educational/Non-profit	50.00	
Commercial	75.00	
Production room plus technical, per hour (minimum of 1 hour charge)		1700-13074
Educational/Non-profit	75.00	
Commercial	100.00	
ISDN Services		1700-13074
Production room plus technical and telephone charges,		

Wyoming Public Radio (WPR)	FY 2011 & FY 2012	Chart Field
per hour Educational/Non-profit Commercial	50.00 75.00	
Dubbing charges (CD and file transfer only) Educational/Non-profit CD, Audio File and transfer; each Service charge, per hour Commercial CD, Audio File and transfer; each Service charge, per hour	5.00 10.00 10.00 20.00	1700-13074

IV. Program and Special Course Fees

College of Agriculture	FY 2011 & FY 2012	Chart Field
Computing Fee, per semester, full-time students	34.00	1001-16031
Computing fee, part-time student, per credit hour		
Undergraduate	2.95	
Graduate	3.95	
Maximum part-time assessment \$34/semester		
All students - academic year and summer		
Family and Consumer Sciences		
Internship placement and supervision		
4105 Internship Placement and supervision	20.00/cr hour	1700-13447
4129 Internship in Family and Community Services	20.00/cr hour	1700-13447
4130 Internship in Child Development	20.00/cr hour	1309-16930
4131 Administrative Internship in Child Development	20.00/cr hour	1309-16930
4970 Internship in Textiles and Merchandising	20.00/cr hour	1700-13447
2121 Child Development	30.00	1309-16930
2122 Child Development Lab	30.00	1309-16930
Mandatory Background Check – a condition of enrollment in Professional Child Development or Family and Community Services options	Direct Cost	
Renewable Resources		
4350 Field Applications		
minimum	175.00	
maximum	225.00	
4775/5775 Forest Ecology, field trip fee	75.00	1700-13075

College of Arts & Sciences	FY 2011 & FY 2012	Chart Field
Computing fee, per semester, full-time student	34.00	1001-16032
Computing fee, part-time student per credit hour		1001-16032
Undergraduate	2.95	
Graduate	3.95	
Maximum part-time assessment \$34/semester		
All students – academic year and summer		
Internship Program sponsored by the Washington Center	200.00	1700-13267

College of Arts & Sciences	FY 2011 & FY 2012	Chart Field
Anthropology 4170/5170 Geoarchaeology, Field trip fee	25.00	1700-13350
American Indian Studies AIST 1350 American Indians in Contemporary Society summer trip fee (includes transportation)	20.00	1700-13117
Biology 3410 Field Ecology	40.00	1700-13075
Botany 4300 Mycology, field trip fee 4640 Flora of the Rocky Mountains, field trip fee (includes transportation) 4700/5700 Vegetation Ecology, field trip fee 4775/5775 Forest Ecology, field trip fee	75.00 75.00 75.00 75.00	1700-13075
Communication & Journalism O Exemption Exam fee	80.00	1700-13084
English WA or WB Exemption Exam fee	80.00	1700-13334
History Hist 4055 – Field Trip fees Hist 2050 – Field Trip fees	20.00 20.00	1700-13351
Geography Geog 3010 Landforms and Soils Field trip fee (includes transportation) Geog/AIST 4340 Nat Res MGT Western Reservations (includes transportation and lodging) Geography of Wine	25.00 69.00 50.00	1700-13135
Geology & Geophysics Field Trip Fees (includes transportation) Geol 431001 Adv Stratigraphy Geol 200001 Foundations of Geology Geol 2005 Foundations of Geology II Geol 2020 – Introduction to Petrology Geol 2050 – Principles of Paleontology Geol 2080/3080 – General Field Geology Geol 2100 – Stratigraphy and Sedimentation Geol 4310 – Geology Advanced Stratigraphy Geol 4610 – Structural Geology & Tectonics ALSO SEE SUMMER SESSION	20.00 15.00 15.00 15.00 15.00 40.00 15.00 20.00 40.00	1700-19018
Mathematics Calculator rental fee – per semester Acing Algebra – Math Refresher Course Mathematics Placement Exam	10.00 125.00 15.00	1700-13153 1700-16780 1700-13385
Modern & Classical Languages Lang. Credit by Exam	80.00	1700-13295

College of Arts & Sciences	FY 2011 & FY 2012	Chart Field
Music Applied music fees, w/faculty member 1/2 hour lesson per week per semester, academic year and summer One hour lesson per week per semester, academic and summer Music – Fee 4510-4520-4530-4540-4550-4560 Applied Methods & Materials per semester academic year/summer MUSC 4255	144.00 288.00 140.00 85.00 90.00	1700-13454 1700-13530
Music instrument rental fee Music locker fee, per student Public School Music Methods fee, per class	25.00 15.00 5.00	1700-13168 1700-13454 1700-13168
Music - Practice Rooms, per semester Unlimited practice as rooms are available	35.00	1700-13168
Theatre & Dance Studio Class Fee	25.00	1700-17244
Political Science Political Science Challenge Exams	80.00	1700-19442
Zoology and Physiology 4300 – Principles of Wildlife Ecology and Management 4310 – Fisheries Management 4330 – Ichthyology 4350 - Ornithology 4370 – Mammalogy field trip fee 4430 – Limnology Lab 4540 – Invertebrate Zoology	70.00 65.00 32.50 32.50 32.50 97.50 48.75	1700-13113

College of Business	FY 2011 & FY 2012	Chart Field
Computing fee, per semester, full-time student	34.00	1001-16033
Computing fee, part-time student, per credit hour Undergraduate Graduate Maximum part-time assessment \$34/semester All students – academic year and summer	2.95 3.95	
Academic Advising Office Transcript evaluation fee - Undergraduate This fee, to be paid by cashier's check, must be paid prior to transcript evaluations for students interested in the College of Business majors who have not applied for admission to the University of Wyoming.	40.00	
MBA Program Office Transcript evaluation fee – Graduate This fee, to be paid by cashier's check, must be paid prior to transcript evaluations for students interested in the MBA Programs who have not applied for admission to the University of Wyoming.	25.00	1700-18667

College of Education	FY 2011 & FY 2012	Chart Field
Lab and equipment maintenance fee	34.00	1001-10061
EDEL 4500, EDSE 4500 & EDEX 4500 - Residency in Teaching and EDCI 5990 Internship – per credit hour, maximum \$320 (applicable once as an undergraduate and once as a graduate student)	20.00	1700-13456
EDSE 4270 (secondary majors – English)	90.00	
EDSE 4271 (secondary majors – math)	90.00	
EDSE 4272 (secondary majors – art)	90.00	
EDSE 4273 (secondary majors – social studies)	90.00	
EDSE 4275 (secondary majors – science)	90.00	
EDSE 4276 (secondary majors – modern language)	90.00	
EDSE 4277 (secondary majors-technical education)	90.00	
EDSE 4278 (secondary majors – agriculture)	90.00	
EDEL 4109 (elementary majors)	30.00	
EDEL 4309 (elementary majors)	30.00	
EDEL 4409 (elementary majors)	30.00	1700-16414
EDEX 5100	350.00	
EDEX 5200	350.00	
EDAG 3180 Welding Technology, per course	90.00	1700-16416
Service Fee, Out-of-state students enrolled in non-Wyoming institutions teaching in Wyoming and supervised by UW	700.00	1700-13456
Service Fee, UW students requesting out-of-state student teaching placements	100.00	1700-13456
Common Assessment Portfolio Review for students wishing to waive a required course in the Birth to Five Endorsement Program	100.00	1700-16417
Office of Teacher Education		1700-13456

College of Education	FY 2011 & FY 2012	Chart Field
Transcript review	40.00	
Counselor Education Training Clinic fees		1700-16415
CNSL 5310	20.00	
CNSL 5320	20.00	
CNSL 5610	20.00	
CNSL 5860	20.00	
CNSL 5875	20.00	
CNSL 5580 Counselor Education Internship fee	25.00	1700-16415
EDAD 5580 Educational Leadership Internship fee	25.00	1700-16413
EDST 2480 Educational Studies Field Experience Transportation Fee	30.00	1700-16761
Curriculum and Instruction Endorsement Area application fee	40.00	1700-16417
Background Check for Counselor Education Program admission	25.00	1700-16415
Distance Delivery fee for Elementary Education program, one time per semester	400.00	1700-16417
Counselor Education Clinic fee for substance abuse evaluation	50.00	1700-16415

College of Engineering	FY 2011 & FY 2012	Chart Field
Computer and lab equipment fee	59.00	1001-10033
Engineering Fund for Enrichment fee (per semester, each engineering major, undergraduate and graduate)	20.00	1700-16891
Printing and copy charges, per page (student)		
B/W (Laser, Ink Jet, etc.)	.05	
Color Ink Jet	.25	
Color Wax (high grade, paper)	.50	
Color Wax (high grade, trans)	1.75	
Large banner (based on cost of supplies)	AT COST	
Copier, per copy	.05	
Copier Transparency, each	.50	
Printing Charges, per page, all devices (external)		1700-13087
Large banner (\$10 plus cost of supplies)	+10.00	
D size	10.00	
C size	7.50	
B size	5.00	
A size	2.50	
Engineering Science Micro Computer Lab fee, per hour, per lab	25.00	1700-13087
Unix Computer Use, per CPU hour	412.00	
LABS ARE AVAILABLE FOR EXTERNAL USE ONLY WHEN SCHOOL IS NOT IN SESSION		

College of Health Sciences	FY 2011 & FY 2012	Chart Field
Computing fee, per semester, full-time students	34.00	1001-16034
Computing fee, part-time students per credit hour		
Undergraduate	2.95	
Pharm D	2.95	
Graduate	3.95	
Maximum part-time assessment \$34/semester		
All students – academic year and summer		
Application for upper division status (degree entry)	30.00	
School of Nursing		
Transfer student transcript evaluation (converted to upper division application fee for students who enroll at UW)	30.00	1700-13312
School of Pharmacy, Drug Information Center		
Copies, per page	.10	
Minimum charge	1.00	
Fax	2.00	
Background check required prior to admission to the major	Direct Cost	
Social Work		
4990 - Out of State Practicum Fee	Direct Cost	1700-13256
5450 - Out of State Practicum Fee	Direct Cost	
5460 - Out of State Practicum Fee	Direct Cost	
5850 - Out of State Practicum Fee	Direct Cost	

Communication Disorders	FY 2011 & FY 2012	Chart Field
SPPA 5270 Clinical Placement Fee	100.00	1700-13319
SPPA 5290 Clinical Placement Fee	100.00	
SPPA 5350 Hearing Resource Practicum	100.00	
Hepatitis B vaccination DIRECT COST	AT COST	
TB Screen DIRECT COST	AT COST	

Department of Army ROTC	FY 2011 & FY 2012	Chart Field
Laboratory classes		1700-13188
1010,1020,2011,2020,3010,3020,4010,4020	25.00	
1012 Rifle Marksmanship	40.00	
3011 Pistol Marksmanship	40.00	

Division of Kinesiology and Health	FY 2011 & FY 2012	Chart Field
PEAC 1001 Snowboarding/skiing	90.00	
PEAC 1001 Climbing Wall activity	15.00	
PEAC 1284 Beginning Horsemanship	90.00	1700-13360
KIN/HLED 4015 Internship Experience in Kinesiology and Health	60.00	
KIN 3015 Teaching Lab II	75.00	1700-16196
KIN 4099 Student Teaching in Physical Education	125.00	1700-16196

Division of Kinesiology and Health	FY 2011 & FY 2012	Chart Field
Body Composition Assessment- DEXA (Dual Energy X-Ray Absorptiometry)	20.00-85.00	1700-18622
Motor Development Program (PEPR 3012) Pre-School aged children, per child	35.00	1700-13322

School of Nursing	FY 2011 & FY 2012	Chart Field
3840 - Program Assessment, travel fee and lab fee	150.00	1700-13455
	110.00	1700-13318
4442 – Program Assessment Fee	150.00	1700-13455
Malpractice Insurance, CPR certification, immunizations, Hepatitis B vaccination, stethoscope, watch, uniforms and shoes, name tags, PDA's and software, travel, Immunization Tracker.	DIRECT COST	
5006 Clinical Placement, Supervision and Evaluation Fee	300.00	1700-13318
5120 Clinical Placement, Supervision and Evaluation Fee	300.00	1700-13318
5300 Clinical Placement, Supervision and Evaluation Fee	300.00	1700-13318
5671 Clinical Placement, Supervision and Evaluation Fee	300.00	1700-13318

School of Pharmacy	FY 2011 & FY 2012	Chart Field
Seat deposit (1 st year professional students, applied in full to tuition and fees, non-refundable)	300.00	1700-17307
Practicum Fee (PHCY 1 st and 2 nd year)		
6170 Introduction Pharmacy Practicum, per credit hour	10.00	1700-13320
6270 Intermediate Pharmacy Practicum, per credit hour	10.00	1700-13320
Practicum Fee (PHCY 2 nd and 4 th year experiential rotations) PHCY 6465, 6470, 6471, 6473, 6480, 6481, 6482, 6483, 6485 per credit hour	15.00	1700-13320
Active Intern license(s) for WY (Other states, in addition, as required); Required immunizations/titers/TB skin test(s); Background check(s) required prior to the start of P4 rotations and as required by individual sites; CPR certification; Documentation of Health Insurance; Liability Insurance; Stethoscope; Travel, Housing, and Individual site requirements.	DIRECT COST	
Transcript review, transfer students	40.00	1700-13312
Electronic portfolio and programmatic assessment software subscriptions for 1 st , 2 nd , 3 rd and 4 th year students	75.00	1700-13320

Social Work	FY 2011 & FY 2012	Chart Field
4990 Social Work Practicum, per credit hour	12.00	1700-13256
5450 Social Work Practicum I, per credit hour	12.00	
5460 Social Work Practicum II, per credit hour	12.00	
5850 Social Work Practicum III, per credit hour	12.00	

Exchange Programs, International	FY 2011 & FY 2012	Chart Field
International/Exchange Program Application Fee *	100.00	9050-14911
International Student Identity Card	22.00	9050-14911
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	100.00	9050-14911
* Additional non-UW application fees are associated with the NSE (\$75 – as of July 2005) and ISEP (\$315) programs (as of September 2006). The institution serves as a pass through from the student to the program. Dollars are collected by UW for each application and then remitted annually to the program.		
Exchange Programs, National	FY 2011 & FY 2012	Chart Field
National Exchange Program Application Fee *	40.00	1700-13111
* Additional non-UW application fee is associated with NSE (\$95) program (dollar amount currently as of July 2007). The institution serves as a pass through from student to program. Dollars are collected by UW for each application and then remitted annually to the program.		

College of Law	FY 2011 & FY 2012	Chart Field
Application fee	50.00	1700-13223
Computing fee, per semester, full-time students	34.00	1001-16035
Computing fee, part-time students per credit hour Maximum part-time assessment \$34/semester All students – academic year and summer	2.95	
Potter Law Club, each law student, per semester	20.00	
Seat deposit (first-year students, applied in full to tuition and fees, non-refundable)	500.00	

Summer Session	FY 2011 & FY 2012	Chart Field
Students enrolled in courses listed below will be assessed the following per credit hour course charge for travel expenses, room/board cost, etc., in addition to resident tuition and fees:		
Anthropology 4140, Field Work in Wyoming (2-6 credit hours, per credit hour)	245.00	1700-13500
Anthropology 5180, Ad Archaeological Field Studies, per credit hour	245.00	1700-13500
Geology 4717, summer Field Camp (2-6 credit hours), per credit hour	300.00	1700-13464
ART 4610 Summer Outdoor Studio (1-3 CH) per course	60.00	

Undeclared Majors	FY 2011 & FY 2012	Chart Field
Computing fee, per semester, full time students	34.00	1001-16036
Computing fee, part-time students per credit hour Undergraduate Graduate Maximum part-time assessment \$34/semester All students – academic year and summer	2.95 3.95	

V. UNIVERSITY FEES, CHARGES, AND DEPOSITS

Fees charged to students and the university community

Admissions Office

- a) Application Fee, New Undergraduate Non-International Students: A fee is assessed all new, undergraduate non-international students applying for admission to the University.
- b) Application Fee, New Undergraduate International Students: A fee assessed all new, undergraduate international students applying for admission to the University.
- c) Matriculation Fee: A fee assessed to all full-time freshman and transfer students during their first semester enrollment. The fee covers all programs and materials associated with orientating new students to the college experience.

Admissions Office	FY 2011 & FY 2012	Chart Field
Application Fee New undergraduate non-international students (one time)	40.00	1001-10031
Application Fee New, undergraduate international students (one time)	40.00	1001-10031
Parent Orientation fee, each	10.00	
Matriculation Fee (one time – first semester)	40.00	30.00/1001-10051 10.00/1306-12563
Student Orientation Program:		1700-13427
<p style="text-align: center;">Students:</p> <p>\$60 per student (mandatory) Includes double room and meals: A one-night stay with an assigned student roommate; includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day</p>	60.00	
<p style="text-align: center;">Parents and Guests:</p> <p>Option 1- \$60 per person Double room and meals: A one-night stay with either the roommate of your choice or an assigned same-sex parent; includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day. If two parents or guardians would like to share a room, each must choose this option. If only one parent is attending orientation and has not requested a single room. He/she will be paired with a same-sex parent roommate for the night.</p>	60.00	
<p>Option 2- \$70 per person Single room and meals: Available for individual parents/ guardians only, single room; includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day.</p>	70.00	
<p>Option 3- \$45 per person Meals only: Includes continental breakfast, lunch, and dinner on the first day, and breakfast and a snack on the second day.</p>	45.00	

ASUW and Student Service Programs	FY 2011 & FY 2012	Chart Field
Associated Students Attorney Legal documents, per document	20.00	1400-12684
ASUW Transportation Program DIA Shuttle Program- One Way Round Trip	50.00 max 100.00 max	1400-16730
Associated Students Technical Service* RSO, ASUW and Union events are not billed for technical service unless event is off-campus or admission/vendor fees are charged. <u>Labor costs</u> ASTECCoordinator/Supervisor labor, per hour Technician, per hour	20.00 10.00 20.00 15.00	1400-12682
Associated Students Technical Service Equipment Rental with technician, per day Technician labor costs will be added (see above) Sound systems, off-campus Large concert system With 2 additional speakers With 2 additional subs Medium concert system With 32 channel mixer With 2 additional speakers Small concert system With 16 channel mixer Large PA system Medium PA system Small PA system Stage lighting Small Medium Large Video camcorder with tripod Audio recording Wireless microphone	600.00 Add 113.00 Add 150.00 413.00 Add 75.00 Add 113.00 300.00 Add 75.00 300.00 182.00 75.00 75.00 150.00 188.00 60.00 30.00 60.00	1400-12682

ASUW and Student Service Programs	FY 2011 & FY 2012	Chart Field
<p style="text-align: center;">Associated Students Technical Service Equipment Rental with technician, per day Technician labor costs will be added (see above) Sound systems, on-campus</p> <p>Large concert system With 2 additional speakers With 2 additional subs Medium concert system With 32 channel mixer With 2 additional speakers Small concert system With 16 channel mixer Large PA system Medium PA system Small PA system</p> <p>Stage lighting Small Medium Large Video camcorder with tripod Audio recording Wireless microphone</p>	<p style="text-align: right;">400.00 Add 75.00 Add 100.00 275.00 Add 50.00 Add 75.00 200.00 Add 50.00 200.00 125.00 50.00</p> <p style="text-align: right;">50.00 100.00 125.00 40.00 20.00 40.00</p>	1400-12682
<p style="text-align: center;">Additional Equipment Rental, per day</p> <p>Microphone w/cable* CD Player/tape cassette* Video Camera* VHS Tapes Additional full-range speakers (2)* Subwoofers (2)* Additional monitor* Effects processors* Graphic Equalizers (31 band)* 5 channel mixer* 10 channel mixer* 16 channel mixer* 32 channel mixer*</p> <p>*Off-campus equipment prices will be charged 150% of the list price.</p>	<p style="text-align: right;">10.00 20.00 40.00 5.00 75.00 100.00 38.00 20.00 20.00 25.00 50.00 75.00 100.00</p>	
<p style="text-align: center;">Additional Charges</p> <p>Rush charge (less than 10 working days notice) Failure to Cancel Charge (within 48 hours of event) *cost of equipment reserved plus cost of setup/teardown labor Delivery charge (for events held outside of the Union)</p>	<p style="text-align: right;">25% of the event cost Cost + labor 25.00</p>	
<p style="text-align: center;">ASUW Gallery Sales Commission</p> <p>Sales by students Sales by non-students</p>	<p style="text-align: right;">10.0% 15.0%</p>	1400-16228

Center for Advising & Career Services	FY 2011 & FY 2012	Chart Field
Education Placement Fee		1700-13432
Fax transmittal of file	10.00	
Mail transmittal of file	5.00	
American College Testing Program, residual only	51.00	
As required, charges for administration of other tests are established to recover cost of test to the Center, and reasonable administrative expenses		

Cultural Programs	FY 2011 & FY 2012	Chart Field
Ticket prices vary by event, up to maximum of \$35 For some events, discounts are available to students and senior citizens	max 35.00	1900-13706
Ticket handling fee, per season order	3.00	
Ticket handling fee, per ticket	.50	

Ellbogen Center for Teaching and Learning	FY 2011 & FY 2012	Chart Field
Instructional Services Center support will be provided to the UW teaching community free of charge. The exceptions are consumable materials such as paper, overheads, video and audiotape, and diskettes.		
Instructional Media Center		
Video dubbing, per tape	3.00	1700-13269
Video editing, per hour	25.00	1700-13269
Lost/damaged equipment	AT COST	1700-13269

Environmental Health and Safety Office	FY 2011 & FY 2012	Chart Field
Film Badge Exchange, late return		1700-13459
First late badge, calendar year	0.00	
Second late badge, calendar year	6.00	
Third late badge, calendar year	10.00	

Graduate School

- a) Application Fee: A fee assessed all non-degree and degree-seeking students applying for admission to the University graduate school. This fee is valid for three (3) years. The non-degree application fee can be further utilized for the degree-seeking application, if the student applies for a degree program within the 3-year period following the non-degree application.
- b) Thesis and dissertation digital archival processing fee, ProQuest/UMI: Each thesis and dissertation candidate is assessed a fee to cover the cost of digitally archiving the thesis dissertation or project report.

Graduate School	FY 2011 & FY 2012	Chart Field
Application fee All students applying for admission to graduate school	50.00	1700-13206

Information Technology

Information Technology Voice Services	FY 2011 & FY 2012	Chart Field
Additional information: www.uwyo.edu/infotech		
Basic/Single Lines Sets – monthly charges		1315-12580
Maestro 1500 (Display), discontinued	20.90	
Existing Maestro 3500 (handsfree, Display), discontinued	27.40	
Trimline (Public phones and Housing)	20.90	
Existing Maestro 9316 (handsfree, display), discontinued	27.90	
Astra 9116, discontinued	27.40	
Cortelco 2790 (replaces Astra 9116)	27.40	
Scitek (handsfree, display) discontinued	27.40	
All sets require one-time setup charge	45.00	
Multi Line Sets with Displays, monthly charge		1315-12580
Meridian 5209 (Class Set)	25.40	
Meridian 5312 (Class Set)	28.40	
Meridian 2008 (Business Set, with display)	30.40	
Meridian 2008 (Business Set, no display)	25.40	
Meridian 2616 (Business Set)	35.40	
Maestro 5316 (Business Set)	34.40	
Setup Charges (one-time, required)	45.00	
Cordless Sets, monthly charge	32.40	1315-12580
Setup Charges (one-time, required)	45.00	
Other		1315-12580
Telecom Labor charge, per hour	35.00	
Bridged Line - single line off a single line, per month	6.50	
Bridged line requiring multi set types, per month	Varies	
All bridged line, one-time setup	45.00	
Line with no telephone set type, per month	19.90	
Line with no telephone set type, one-time setup	45.00	
Interbuilding Circuit - without dial tone, per month	10.00	
One-time setup line moves and set changes minimum charge	45.00	
Primary number change-swap (field tech not required)	25.00	
OPX (766 extension located off-campus with a M1500 or M35 per month)	Varies	
One-time Qwest charge for setup	330.00	

Information Technology Voice Services Additional information: www.uwyo.edu/infotech	FY 2011 & FY 2012	Chart Field
Voice Over Internet Protocol (VoIP) Cisco 7912 (single line set), handsfree Cisco 7940 (multi line set), handsfree Cisco 7960 (multi line set), handsfree Cisco line only Charge includes phone and 1 workstation Setup Charges (one-time, required) VOIP adds VOIP moves/changes	26.40 31.40 32.40 19.90 195.00 45.00 45.00	1315-12580
ISDN, per month Setup, one-time, not less than Intra Campus T-1 lines, per month Setup, one-time (equipment costs extra ~ \$500)	39.00 90.00 20.00 150.00	1315-12580
Other 1-800 (toll free) 1FB-QWest measured business line, features extra 1FB Qwest measured business line, one-time setup Additional DID (766+) number, per month Additional DID (766+) number, one-time setup Listings - Laramie White pages (Qwest) per month Listings - Laramie White pages (Qwest) one-time DEX Media Listings	Varies Varies Varies 5.00 5.00 6.00 19.50 Varies	1315-12580
Features Line Features (forwarding, pick-up, ring again, etc.) per month Add line features, one time setup Student Caller ID, per month Student Caller ID, one-time setup Student Call Waiting ID, per month Student Call Waiting ID, one-time setup (if ordered separately) Student telephone calling package, reduced toll rates Re-bill cost for collect calls accepted by students	N/C 5.00 2.00 5.00 1.00 5.00 3.95 5.00	1315-12580
Exchange Unified Messaging Personal Unified Messaging, administration and students per month one-time setup any change (per occurrence) Recorded Announcement, per month Recorded Announcement, one-time setup Auto Attendants Choice of 1 mail box or 1 announcement, per month Choice of 1 mail box or 1 announcement, one-time set-up 2-4 mail boxes and/or announcements (combined, totaling no more than 4), per month 2-4 mail boxes and/or announcements (combined, totaling no more than 4), one-time set-up 5-7 mail boxes and/or announcements (combined, totaling no more than 7), per month	6.00 5.00 5.00 6.00 5.00 10.00 5.00 20.00 25.00 30.00	1315-12580

Information Technology Voice Services	FY 2011 & FY 2012	Chart Field
Additional information: www.uwyo.edu/infotech		
5-7 mail boxes and/or announcements (combined, totaling no more than 7), one-time set-up	25.00	
8-10 mail boxes and/or announcements (combined, totaling no more than 10), per month	40.00	
8-10 mail boxes and/or announcements (combined, totaling no more than 10), one-time set-up	25.00	
11-12 mail boxes and/or announcements (combined, totaling no more than 12), per month	50.00	
11-12 mail boxes and/or announcements (combined, totaling no more than 12), one-time set-up	25.00	

Information Technology Data Services to UW Departments	FY 2011 & FY 2012	Chart Field
Ethernet jack move (building wiring extra, if needed)	45.00	1315-12580
Ethernet jack activation, (building wiring extra, if needed) – see note 1	245.00	1315-12580
UW affiliates jack activation (building wiring extra, if needed)	295.00	1315-12580
Service charges, per hour	35.00	1315-12580
Cards, Cables, Transceivers, misc equipment	Varies	1800-13597
Ethernet connection (UW Affiliates), per month	12.00	1315-12580
Ethernet connection (Non-State Funded), per month	8.00	1700-13258
Add'l Data Storage (per 50 mb), per year	10.00	1700-13258
Add'l Data storage, UW affiliates (per 50 mb) per year	15.00	1700-13258
DSL 256k Service, minimum, per month	10.00	1700-13258
Special computer accounts, per month (6 mo. min)	6.00	1700-13258
Generic mail accounts, per month (6 mo. min)	3.00	1700-13258
Non UWYO web site hosting and DNS service, per year	100.00	1700-13258
Exchange Calendar Resource, per month	1.00	1700-13258
Departmental application server support (Level 2 Server Support)		
<ul style="list-style-type: none"> System support of departmental application server (O/S, patches, security, backups, monitor), per year. 	Varies	1700-13258
<ul style="list-style-type: none"> Initial charge for application server hardware – Specific quote. Server hardware includes CPU, memory disks, network interface and connection, rack space, OS license and other items. 	Varies	
<ul style="list-style-type: none"> Vendor hardware contract (mandatory after warranty expires) per vendor quote. 	Varies	
<ul style="list-style-type: none"> Software licenses and miscellaneous additional charges per vendor quote 	Varies	

Information Technology Client & DIS Services	FY 2011 & FY 2012	Chart Field
<p style="text-align: center;">IT Maintenance</p> Time and Materials, per hour (1/2 hour minimum) Non-software installation or setup, per hour (1/2 hour minimum)	<p style="text-align: center;">40.00 40.00</p>	<p style="text-align: center;">1800-13597</p>
<p style="text-align: center;">Software</p> Adobe/Macromedia-see current price list from IT Web pages Microsoft Select Program including Work At Home - see current price list from IT Web pages Exceed for Windows Exceed maintenance program SAS/SPSS All Modules, per year Microsoft Campus Agreement for Students – licenses free; see current price list from IT Web pages for media only prices	<p style="text-align: center;">Varies Varies 180.00 27.00 100.00 Varies</p>	<p style="text-align: center;">1800-13596 1700-18801</p>
<p style="text-align: center;">Student Computer Labs</p> Printed pages per page (b&w), single sided print Duplex printed pages (b&w), double sided print; per sheet average Lab node installation, per hour Warranty maintenance of lab node, per year Non-Warranty Maintenance of Lab Node, per hour Non-student account setup (used for 1 week or longer), per account Setup/maintain departmental laptops for student use Setup charge, per hour Maintenance , per fiscal year Lab staffing, per hour, per staff member Lab software install, per hour Laser color prints Laser color prints (transparencies)	<p style="text-align: center;">.05 .07 15.00 25.00 15.00 5.00 15.00 50.00 8.00 15.00 .25 1.25</p>	<p style="text-align: center;">1702-16248</p>
<p style="text-align: center;">DIS Charges</p> General consulting, per hour Oracle consulting, per hour	<p style="text-align: center;">70.00 70.00</p>	<p style="text-align: center;">1700-18765</p>
<p style="text-align: center;">Systems Charges</p> General consulting, per hour	<p style="text-align: center;">70.00</p>	<p style="text-align: center;">1700-13258</p>
<p style="text-align: center;">Miscellaneous</p> Workshop sessions offered by IT professionals, per class Workshop modules Customized training workshops first hour each additional hour Late return fees for software Client Hard Drive back-up/restore of data, per hour Computing Imaging – Additional Division Images onetime setup fee, each Computing Imaging – annual maintenance fee, each Restore user deleted data on IT servers, per hour (see Note 2) Unsupported standards (hardware and software) installation and configuration, per hour Fraternity/Sorority computer, network installation, configuration and maintenance, per hour	<p style="text-align: center;">0-45.00 0-45.00 100.00 50.00 30.00 40.00 150.00 50.00 40.00 40.00 40.00 35.00</p>	<p style="text-align: center;">1800-13596 1700-13258 1702-16248</p>

Data Center Co-Location Fees	FY 2011 & FY 2012	Chart Field
Reserved Cabinet Space Reserved Standard Cabinet Reserved high density cabinet Shared space – per 10 RU's	2,500.00 Quoted 500.00	1700-13364
Electrical Drops Standard 208 VAC, Dual drop (Waived for shared cabinet space) Non-standard drops	700.00 Quoted	1700-13364
Cabinet Related Shelf Cabinet Customization	325.00 Quoted	1700-13364
Network Network Drops	20.00	1700-13364
Power Cords Standard C19/20, C13/14	10.00	1700-13364

Classroom Technology Support	FY 2011 & FY 2012	Chart Field
Classroom technology support for events, non-business hours, per hour	25.00	1700-19778
WyoCast Mobile Recording system, set-up and operations (1 hour minimum), per hour	25.00	
Onsite technical support for non-classroom spaces (1 hour minimum), per hour	25.00	
Instructional technology design and installation consulting fees, non-classroom, per hour	50.00	

Information Technology Notes:

- 1) Ethernet speeds vary by location wiring and equipment. Please contact IT for bulk (10 or more) Ethernet jack activations.
- 2) All Servers including: UW Student, UW Administrative, and WWW.

International Programs	FY 2011 & FY 2012	Chart Field
Administrative fee, international students (as % of program fee)	10.0%	
Incoming international student exchange and study abroad students	50.00	9050-14911
Sponsored student and scholar per semester per summer session	360.00 200.00	1700-13249
Russian Program WY Resident Non-Resident	100.00 300.00	1700-13249

International Programs	FY 2011 & FY 2012	Chart Field
<p>Special Session Study Abroad Program Fees: The University offers some credit-bearing courses that involve significant travel costs. Examples include but are not limited to courses conducted in countries outside the United States. In these cases the university's International Programs Office will determine and post the course-specific amounts, beyond tuition, that students should expect to pay to cover the associated costs for transportation, food, lodging and other required expenditures.</p>	Various	Various

International Students

As part of tuition and mandatory fees, international students will be required to purchase a University of Wyoming Student Health Insurance Plan, unless their government specifically provides them with adequate insurance. Determination of adequate coverage shall be made by Student Health Service. The Student Health Insurance Plan premium shall be determined annually by the University.

In addition to tuition and mandatory fees, international students will be required to pay an international student service fee. This fee will be exclusive of any grant-in-aid payments for scholarships or graduate assistantships and associated stipends provided by the University of Wyoming.

International Students, Faculty and Scholars	FY 2011 & FY 2012	Chart Field
International Student Fee, per semester, fall and spring summer session	40.00 30.00	1001-10035
English Proficiency Undergraduate battery, regular screening	25.00	1700-13487
Graduate, Provisional admissions battery	20.00	
Graduate, Assistantship battery	30.00	
Graduate, combined Provisional Admissions and Assistantship battery	35.00	
Student Health Insurance Plan, annual premium determined by competitive bid	Varies	2002-10119
Fee for assistance with Immigration and Naturalization Services H-1B petition	100.00	1700-13468

University of Wyoming Libraries Fee – Based Services	FY 2011 & FY 2012	Chart Field
<p>Research Services</p> Wyoming client, per hour Non-Wyoming client, per hour Rush research service handling fee, immediate response plus hourly rate	35.00 50.00 +10.00	1700-13294
<p>Consultation Services</p> Bibliographic Instruction, per hour (non-UW patron) LOANSOME Doc training, per hour LOANSOME Doc training, per day Consultation for grants/articles/papers, per hour	50.00 25.00 NEG. 50.00	1700-13294

University of Wyoming Libraries Fee – Based Services	FY 2011 & FY 2012	Chart Field
Extended research consultation, per hour	50.00	
Quality filtering of medical/healthcare information, per search	10.00	

Interlibrary Loan	FY 2011 & FY 2012	Chart Field
<p style="text-align: center;">UW Affiliates (UW students, staff & faculty)</p> Overdue interlibrary loan books and lost books, borrower pays costs charged to UW	COST	1700-13424
<p style="text-align: center;">Docline Clients</p> Book loan, Wyoming client Book loan, non-Wyoming client Copy of article, Wyoming client Copy of article, non-Wyoming client Rush handling fee per item Overdue interlibrary loan books and lost books, borrower pays cost charged to UW	10.00 11.00 10.00 11.00 +10.00 COST	1700-13424
<p style="text-align: center;">Non-UW Affiliates</p> Book loan, excluding reciprocal agreements Copy of article Book loan or copy of article sent outside of U.S. Rush handling fee per item Overdue interlibrary loan books and lost books, borrower pays cost charged to UW	20.00 20.00 25.00 +10.00 COST	1700-13424

Libraries, Miscellaneous	FY 2011 & FY 2012	Chart Field
Card Fee, out-of-state, per year	10.00	1700-13100
Carrel Fees, Rental, per year	10.00	1700-13237
Lost key fee	10.00	
Lost Item replacement (per item)	COST	1700-13317
Processing fee (\$20 refundable if item is returned)	25.00	
<p style="text-align: center;">Mutilation of materials</p> Repair cost plus non-refundable billing/processing fee If complete replacement of item is necessary, actual cost plus non-refundable billing/processing fee Rebinding fee (if tip-in is not applicable) Tip-in (2 Xeroxed pages maximum)	+25.00 +25.00 COST 5.00	1700-13317
Damage to facilities including equipment replacement costs	COST	1700-13453
Fine per item, if intentional damage has occurred -	10.00	1799-13564
Reordering and shipping costs	COST	1700-13317
Staff time fee, per hour (1 hr minimum)	8.00	1700-13317

Libraries, Miscellaneous	FY 2011 & FY 2012	Chart Field
Photocopy charges Microform machines, per copy Public machines, using coin, per copy Public machines, using copy card per copy Large format copier –library owned materials 24" x 36" sheets, per copy 36" x 42" sheets, per copy 36" wide roll stock, per linear foot Large format copier – non-library owned materials 24" x 36" sheets, per copy 30"x 42" sheets, per copy 36" side roll stock, per linear foot Transparencies, each, plus cost for copy Laminating, per linear foot Laser printer use, using copy card, per copy Color Inkjet printer, per page Single page scan, including CD-R Disk	.15 .25 .10 2.00 3.00 1.00 4.00 6.00 2.00 .20 .50 .07 .25 1.50	1700-13453
Digital Collection Fees		
Scanning Fees: Book/Technical Report, per page Fragile Item, per page High Resolution, per page	.15 .25 .50	1700-13453
Technology Fees Content Hosting Minimum, per year, negotiable based on size of collection Portal Development, per hour Minimum \$300 initial cost Metadata Creation, per collection record Digital Project Consulting, per hour (Consulting work includes digital object creation, choosing metadata schema, and quality assurance)	300.00 50.00 25.00 75.00	1700-18167
UW Libraries Cataloging Fee Original cataloged item Copy cataloged item with custom edits	25.00 15.00	1700-18167
Coe Library Facility Fees Outside Administrative Hours Cost Recovery Fee per hour or portion thereof Non-UW Events Booking Fee Non-UW 506 Room Rental (Half Day) Non-UW 506 Room Rental (Full Day) Non-UW Room Rental other than 506 (Half Day) Non-UW Room Rental other than 506 (Full Day) Manual Labor Surcharge (per person/ per hour or portion thereof) Technology Labor Surcharge (per person/per hour or portion thereof) Excessive Cleaning Surcharge (per person/per hour or portion thereof) Furniture Damage Surcharge	100.00 60.00 205.00 278.00 110.00 131.00 20.00 30.00 30.00 + materials 50.00 + actual cost of repair or replacement	1700-19948

Recreation

Recreation Facility Access Fees	FY 2011 & FY 2012	Chart Field
<p style="text-align: center;">Facility Access</p> UW employee, UW appointee, or spouse (includes towel service) Per semester 111.00 Annual fee 222.00 Dependent child of UW employee, student, and UW appointee (19 years and younger, not having graduated from high school) Per semester 15.00 Per year 30.00 UW Cooperating Agency employee or spouse Per semester 135.00 Annual fee 270.00 UW Cooperating Agency dependent Per semester 30.00 Annual fee 60.00 Student spouse, per semester 74.00 Corbett pool, community access, per day, per person 5.00		1700-13363
<p style="text-align: center;">Locker Fee</p> <p style="text-align: center;"><u>Additional charge to above facility access rates</u></p> Box lockers, per semester 7.50 Box lockers, annual 15.00 Half lockers, per semester 25.00 Half lockers, annual 50.00		1700-13363
<p style="text-align: center;">Facility Access Pass</p> Replacement, lost or stolen pass 10.00 Daily Guest pass (purchased with UW Campus Express Card) 5.00 Multiple day punch pass, per day, per person 5.00		1700-13363

Recreation Miscellaneous Fees	FY 2011 & FY 2012	Chart Field
Recreation, Intramural, or Outdoor Adventure Programs Fees established for individual Recreation, Intramural, or Outdoor Adventure classes, clinics, special events and activities, shall be sufficient to cover the instructors/speakers and other related expenditures.		
Intramural participation fee (part-time non-benefited students, employee or spouse)	5.00	1700-13363
<p style="text-align: center;">Fees for lost or damaged items</p> Combination Lock At Cost Key lock At Cost Badminton racquet At Cost Basketball At Cost Boxing gloves At Cost Volleyball At Cost Weight training belt At Cost		1700-13363
Adult Education, Summer Conference Per person up to four weeks, paid by conferee 15.00 Per person over four weeks, paid by conferee 30.00		1700-13363

Office of the Registrar

- a) Late Registration: A fee is assessed to students enrolling as late registrants during the first ten days of University scheduled classes for a regular semester, and such other late period as may be designated and announced for the summer term.
- b) Late Graduation Check Sheet: A fee assessed to students failing to complete the check sheet at least six months prior to the scheduled graduation.
- c) Graduation Fees: A fee assessed to all graduating students to cover the costs of diplomas, signature plates, mailing and overtime. This fee must be paid six weeks prior to the scheduled graduation date.
- d) Late Payment, Graduation Fees: A fee assessed to all graduating students failing to pay the graduation fee as prescribed.
- e) Transcript Fees: A fee will be assessed those individuals requesting 24-hour service.
- f) Lost Check Sheet for Graduation: A fee assessed to students for loss of a Graduation Check Sheet.
- g) Replacement Diploma: A fee assessed to graduates requesting a replacement diploma for a lost, destroyed or stolen diploma. The new diploma will carry the original date of graduation but signatures will be those of current University officials.
- h) Reissued Diploma: A fee assessed to graduates requesting a diploma be reissued with a name change. The new diploma will carry the original date of graduation but signatures will be those of current University Officials.
- i) Non-standard diploma: A fee will be assessed to students who request an exception from the standard diploma in listing of the title of the major/s on the diploma.

Office of the Registrar	FY 2011 & FY 2012	Chart Field
On-line registration fee, per credit hour	40.00	
Minimum charge per course	80.00	
Late registration		
Summer session	10.00	1001-10028
Regular semester	25.00	1001-10028
Late graduation check sheet		
0-5 months late	3.00	
6 months late	6.25	
Lost graduation check sheet	1.00	
Graduation fee	25.00	12.50/1700-13463 12.50/1001-10026
Late payment, graduation fee	5.00	1700-13463
Transcript fee	N/C	
24 hour service, each	10.00	1799-13569
Diploma, reissued	50.00	
Non-standard diploma	25.00	
Administrative fee to retroactively change academic record	50.00	
Certificate	12.50	1700-13463

Psychology Clinic	FY 2011 & FY 2012	Chart Field
Psychology Clinic Services		
Assessments		
Net income under \$25,000 OR UW Student OR Senior (>=65)	150	

Psychology Clinic	FY 2011 & FY 2012	Chart Field
years of age)		
Net income \$25,001 to \$50,000	300	
Net income \$50,001 and above	450	
Psychotherapy (50 minute sessions)		
Net income under \$25,000 OR UW Student OR Senior (>=65 years of age)	No fee	
Net income \$25,001 to \$50,000	10	
Net income \$50,001 and above	20	
* Fee waivers or reductions can be requested for assessment or treatment if there are extenuating circumstances		

Student Financial Operations	FY 2011 & FY 2012	Chart Field
Institutional payment plan enrollment fee	15.00	1700-13272
Individual (custom) payment plan enrollment fee	75.00	1700-13272
Interest charged on past due balances	18.00%	
Reinstatement fee (after payment deadline)	50.00	
Check Cashing, dishonored (insufficient) check service charges		
1st - 45th day	15.00	1799-13565
After 45th day, twice the face value but not less than	50.00	
Student Loan Interest Rates		
Interest rate not established by trust agreement, will or similar instrument, or loan fund established by UW or State of Wyoming without statutory interest rate:		
Minimum interest charge	7.50	
Maximum interest rate	6.0%	
Penalty interest rate for default, per annum	2.0%	
Superior Students in Education Loan		
Maximum interest rate, per annum	6.0%	
Penalty interest rate for default, per annum	2.0%	
Information research and cost charge, per hour	10.00	1700-13272
Medical Student Contract Support Program		
Maximum interest rate, per annum (starting 4 years after execution of contract)	8.0%	
Penalty interest rate of default per annum	2.0%	

Student Health Service	FY 2011 & FY 2012	Chart Field
ACADEMIC YEAR - Full time students are assessed a mandatory student fee for the Student Health Service, which is \$100.35/ semester for FY 2011 and \$ 103.72/ semester for FY 2012. Part time students may purchase the Optional Student Fee Package which includes the Student Health Service fee. Eligible student benefits include unlimited visits to staff physicians, physician assistant and nurse practitioner and nursing staff; and use of the pharmacy, laboratory and x-ray departments. Services with nominal charges include: consultants (orthopedics and psychiatry); pharmacy; x-ray; laboratory; allergy immunotherapy; immunizations; medical appliances and supplies; and procedures.		

Student Health Service	FY 2011 & FY 2012	Chart Field
SUMMER - Students enrolled in summer school are assessed a mandatory student fee for the Student Health Service, which is \$75.25 for FY 2011 and \$77.79 for FY 2012, which provides access throughout the summer. Students not enrolled in the summer, who attended classes in the spring semester and are pre-enrolled for the fall semester are eligible to pay the summer fee and receive care at the Student Health Service during the summer session. The fee must be paid prior to or at the initial visit.		
Medical records given to the patient (first copy)	No Charge	Semester
Additional copy of medical records to patient	25.00	1001-10023
Medical records given to other authorized persons	25.00	summer cr
		1001-10024
		summer non-
		1310-12573

University Counseling Center	FY 2011 & FY 2012	Chart Field
AWARE online alcohol education program	20.00	1700-16353
AWARE intensive alcohol education program	25.00	
Personality Inventories	5.00	1700-13487
As required, charges for administration of other tests are established to recover cost of test to the Center and reasonable administrative expenses		

VI. University Auxiliary Enterprises, Fees, Charges, and Deposits

Fleet Services	FY 2011 & FY 2012 Short-term rates with UW Depts. Paying for gas**	FY 2011 & FY 2012 Long-term rates (perm assigned- 1 yr. or longer) with UW Depts paying for gas**	Chart Field
Full-size Sedan - Daily	45.00		1800-17083
Full-size Sedan - Weekly	225.00		
Full-size Sedan - Monthly	750.00	600.00/mo.	
Minivan/Small 4x4 - Daily	55.00		
Minivan/Small 4x4 - Weekly	299.00		
Minivan/Small 4x4 - Monthly	1000.00	740.00/mo.	
4 Wheel Drive 1 Ton Pickup - Daily	79.00		
4 Wheel Drive 1 Ton Pickup - Weekly	395.00		
4 Wheel Drive 1 Ton Pickup - Monthly	1580.00	800.00/mo.	
Large SUV/ 9 Pass. Van - Daily	79.00		
Large SUV/ 9 Pass. Van - Weekly	395.00		
Large SUV/ 9 Pass. Van - Monthly	1580.00	800.00/mo.	
Vehicle Storage/upkeep (external departments) Per month/per vehicle	25.00		1800-17083
Cancellation fee without 24 hours notice (bad weather excluded)	Daily Rental Rate Based on Vehicle Type		1800-17083
Late vehicle return fee (without prior notification)	Daily Rental Rate Based on Vehicle Type		1800-17083
Failure to pick up vehicle (without prior notification or cancellation)	Daily Rental Rate Based on Vehicle Type		1800-17083
Extra cleaning due to excessive dirtiness	50.00		1800-17083
Failure to return or lost equipment (receiver hitch, tow light hook up etc)	\$ value of item		1800-17083
Lost vehicle keys	\$ value of item		1800-17083

** As of July 1, 2006 UW departments will be responsible for their own gas consumption.

Identification Cards

Students, faculty and staff, on initial registration or employment, are issued a University identification card. Dependents and spouses of University students, as well as the employees and families of Cooperating Agencies and Appointed employees may also be issued an identification card. The ID card is non-transferable and may result in confiscation and charge for replacement if misused. The cardholder is responsible for all use and/or misuse of their card until its loss or theft is reported to the ID Office or to the Campus Police (after hours only).

Identification Cards	FY 2011 & FY 2012	Chart Field
Identification Card Initial/first ID card, faculty/staff/appointed (may be paid for by university units) Dependents and spouses of UW employees ,students, appointed employees Cooperating Agency employees and family members Replacement cards	5.00 7.50 10.00 20.00	1306-12563
Badges Badge, not individualized, without mag stripe Badge, not individualized, with mag stripe Badge, individualized, without mag stripe Badge, individualized, with mag stripe Print second side of card	2.50 3.50 5.50 6.50 1.50	1306-12563
Other Services Rental, ID equipment Early Campus Express Account closure Digital picture Passport Photos (1 st set of 2) (2 nd set of 2) (3 rd and additional sets)	10.00/day 5.00 10.00 12.00 7.50 5.00	1306-12563

Residence Life & Dining Services

Dining Services policies:

All students residing in the Residence Halls must select a 12, 15 or Unlimited access meal plan. All meal plan changes must be done prior to the date stated in the contract.

Board Charges, Academic year	FY 2011	FY 2012	Chart Field
Fall and Spring semesters, excluding Christmas break			
Unlimited access plan *	4,748	4,994	1302-18188
Any 15 access plan *	4,070	4,280	1302-18188
Any 12 access plan *	3,717	3,908	1302-18188
Any 9 access plan	2,879	3,027	1302-18188
Any 7 access plan	2,274	2,391	1302-18188
PLU\$ MONEY (Per Semester)			
Added Dining Dollars	100	100	1302-18188
Best Dining Dollars	200	200	1302-18188
BLOCK PLANS (Per Unit)			
25 Lunches	242.00	254.50	1302-18188
60 Lunches	563.40	592.60	1302-18188
25 Any Meal	257.50	270.80	1302-18188
60 Any Meal	609.25	640.00	1302-18188

Board Charges, Summer, 2011 & 2012	FY 2011	FY 2012	Chart Field
Any 15 access plan * (per week)	89	93	1302-18188
Any 9 access plan * (per week)	71	74	1302-18188
Summer Block Plan* (8 Meal Block) (per block)	77	81	1302-18188
Summer Dining Dollars * (per week)	Minimum 50/week	Minimum 50/week	

* Residence Hall students must select one of these plans.

Dining Services fees and charges to students	FY 2011	FY 2012	Chart Field
Loss of temporary card charge	5	5	1302-18188
Service charge, student without valid ID card eating at Washakie	5	5	1302-18188
Conference Package Guest Food Rates plus sales tax (Daily rate pro-rated for meal packages less than one full day.)	varies	varies	
Cash rates: guest food service rates, plus sales tax Breakfast Lunch Dinner	varies varies varies	varies varies varies	1302-18188

Dining Services, Other Rentals	FY 2011	FY 2012	Chart Field
Knight-Watkins Recreation Camp (campus groups)			1302-12547
First day - due on booking and forfeited if not used	465	470	
All other days	445	450	
Lodge only, per day	155	155	
PROOF OF \$1,000,000 LIABILITY INSURANCE REQUIRED FOR USE OF ALL FACILITIES			
Knight-Watkins Recreation Camp (off campus groups)			1302-12547
plus sales tax	625	630	
First day - due on booking and forfeited if not used	600	610	
All other days	325	335	
Lodge only, per day			
PROOF OF \$1,000,000 LIABILITY INSURANCE REQUIRED FOR USE OF ALL FACILITIES			
Banquet Room Rental			1302-18188
Per event			
Crane-Hill Dining Room *	420	420	
Washakie Dining Center *	525	525	
Ross Hall *	210	210	
Set-up fee: Crane Hill dining room	175	175	
* Room rental rate plus \$20./hr supervisory fee.			

Dining Services, Other Rentals	FY 2011	FY 2012	Chart Field
Cleanup and security are extra and may be required. PROOF OF \$1,000,000 LIABILITY INSURANCE REQUIRED FOR USE OF ALL FACILITIES			
Rentals, other (each) Tables, on premise Chairs, on premise Risers - 3' x 6', on premise Table Skirting, 8' sections, on premise Tables, off premise Chairs, off premise	5 1 50 5 10 2	5 1 50 5 10 2	1302- 18188
Rentals, other Showcase setup, 8'x10' booth plus Power hookup charges (without showcase setup, each)	40 250	40 250	1302- 18188

Residence Halls

Financial Policies: Each student applying to live in the University residence halls during the academic year must comply with the following financial policies. Refer to the Residence Life & Dining Services Contract for specific procedures.

Deposit and Deposit Refund Policy:

Deposit

- a) Incoming freshmen and transfer students enrolling in their first full-time semester at UW must pay the UW enrollment deposit, which includes a \$100 housing deposit, before completing their Residence Life & Dining Services Contract. Students returning to UW must pay the \$100 housing deposit when they complete the Residence Life & Dining Services Contract. Please note that scholarships, grants, and financial aid cannot be applied to deposits.
- b) Deposits will be held by the University for the entire period of residence. Upon fulfilling the contract, the full deposit amount will be credited to your account. The deposit will be applied toward the payment of any university obligations.

CONTRACT CANCELLATION AND DEPOSIT REFUNDS

Contract Cancellation

All cancellations must be in writing. Deposits will be refunded based on the receipt of your written contract cancellation request in the Residence Life & Dining Services office and per the refund policy.

Deposit Refunds

- a) If written cancellation of the contract is received before May 1 2010 (or May 1, 2011 for 2011-2012 academic year), then 100% of the deposit will be refunded to the student's account.
- b) No deposit refund will be granted on or after May 1, 2010 (or May 1, 2011 for 2011-2012 academic year) unless the full terms of the contract are fulfilled.
- c) For spring semester only contracts, if written cancellation of the contract is received before January 3, 2011 (or January 2, 2012), then 100% of the deposit will be refunded to the student's account.
- d) Any exceptions to this policy must be approved by the Executive, Director of Residence Life & Dining Services & Wyoming Union or his/her designated administrator. The entire deposit is forfeited in the event you are evicted from the residence halls or dining services for disciplinary or financial reasons.

Payment Plans: Students entering into a contract with the Department of Residence Life & Dining Services will make payments defined by UW's Institutional payment plan. If there are any questions regarding this plan please contact UW's Accounts Receivable Office.

The room charge includes a social fee, water, electricity, basic cable television service, computer lab access and hardwiring to the student rooms, which enables the student to connect to the University's computer network.

Semester Break Housing: The Residence Life & Dining Services Contract does not include housing between semesters. This lodging is charged on a per-night basis.

Continuing Student Rate: Members of the University community may choose to continue to live in the residence halls during the summer months. To be eligible for the continuing student rate, the individual must

have lived the residence halls during the preceding spring semester and be enrolled for fall. The per-night rate will be charged for the entire period the student occupies the room.

Contract Termination: In the event that a student is not officially released from his/her contract; the student may be held responsible for up to 50% of the room and meal plan charges for the contract period remaining after the student moves from the premises. The entire deposit is forfeited in the event the student terminates the contract.

Lost or Damaged Property: Lost or damaged University property may be billed to the resident at the current cost of replacement or repair. This includes unauthorized moving of University property.

Lost or Damaged Keys/Combination changes: Students may be charged for loss of or damage to University keys or room/apartment door-access card issued to the student, and for lock combination changes.

Responsibilities and Rights Violations: Residents found in violation of the “Responsibilities and Rights for Residence Halls & Dining Services” may be assessed a penalty of up to \$100 for each violation, plus any actual damage or replacement costs. These violations include the unauthorized moving and/or modification of University property, violation of the pet policy, and violation of the fire safety policy. In lieu of, or in addition to, any penalty fee, the resident may be required to perform community service hours as a condition of the sanction.

Abandoned Property: If the resident vacates or abandons a residence hall room and leaves personal property in the hall or about the premises, the property shall be deemed abandoned and left to the disposal of the University. Personal property remaining on or around the premises may be packaged and removed by the University. Packing, moving and storage fees may be assessed to the resident. The resident may be charged a minimum packing fee of \$30 per hour, and any fees incurred, per the terms of the Residence Life & Dining Services contract.

Cleaning Charges: In the event the University provides custodial services, the resident may be assessed at a rate of \$30 per hour, per custodian.

Conferences/Guests

Conference/Guest Rate: Individuals not eligible for the Continuing Student rate may be charged the Conference/Guest rate. Conference/Guest rates apply to all individuals or groups who are not contracted to live in the residence halls, unless eligibility for the Continuing Student rate is demonstrated. The Conference/Guest rate is calculated based on the size of the group and the length of the time lodged.

Check-In/Check-Out: Proper checkout is required to terminate charges. Payment in full is due at check-in.

Apartments

Financial Policies: Each person applying to live in the University Apartments must comply with the following financial policies. Refer to the *University Apartments Handbook* and agreement for specific procedures.

Application Deposit: The application deposit secures a space for the type of apartment requested, but does not guarantee an apartment assignment. The application deposit will be refunded 100% if the apartment request is canceled prior to an offer being made on an available apartment. If an apartment offer is rejected twice, then 50% of the application deposit will be returned and the applicant will be removed from consideration.

Damage Deposit: The damage deposit secures the resident's obligations under the rental agreement. This is an additional deposit added to the application deposit. It is refunded when the agreement is terminated, per the terms of the University Apartments agreement. Cases of eviction resulting from failure to abide by the terms and conditions in the University Apartments agreement will result in forfeiture of both the damage deposit and the application deposit.

Rent: The rent payment includes a social fee, local telephone service (excluding the Lewis Street rentals), water, trash disposal, appliances, electricity, gas, basic cable television service, and in River Village, hardwiring in the apartment for the University computer network access. Apartment rental is based on a 30-day minimum. After the 30-day minimum has been met, rent will be computed on a daily basis. Residents vacating before the end of a month for which rent has been paid in advance shall receive a refund for the remaining nights in the month.

Switching Apartments: Residents who want to change apartments may request to do so at the University Apartments Office. A switch fee of \$100 is due at the time application is made to change apartments.

Disciplinary Eviction: If a resident is evicted from the University Apartments for disciplinary reasons, the resident may be responsible for paying all outstanding rent and other charges. Eviction may take place immediately upon notice. In the event of a disciplinary eviction, the entire deposit is forfeited.

Abandoned property: If the resident vacates or abandons an apartment and leaves personal property in the apartment or about the premises, the property shall be deemed abandoned and left to the disposal of the University. Personal property remaining on or around the premises may be packaged and removed by the University. Packing, moving and storage fees may be assessed to the resident. The resident may be charged a minimum packing fee of \$30 per hour, and any fees incurred, per the terms of the Apartments agreement.

UW Apartments Responsibilities and Rights Violations: Residents found in violation of the Responsibilities and Rights may be assessed a penalty of up to \$100 for each violation, plus any actual damage or replacement costs. These violations include violation of the pet policy, and violation of safety/endangerment expectations. In lieu of, or in addition to, any penalty fee, the resident may be required to perform community service hours as a condition of the sanction.

Cleaning charges: In the event the University provides custodial services, the resident may be assessed at a rate of \$30 per hour, per custodian.

Mailbox Lock Change: In the event a resident loses a mailbox key, the mailbox lock is changed and the resident is assessed a fee for the actual cost of replacing the lock.

Residence Hall Room Charges academic year, excludes semester break	FY 2011	FY 2012	Chart Field
Room occupancy			1301-16706
Double, A	3,506	3,684	
Double, B	3,582	3,765	
Double, C	3,748	3,939	
Room occupancy			
Single, A	5,075	5,330	
Single, B	5,306	5,575	

Residence Hall Room Charges Continuing Student - summer, 2011 & summer 2012	FY 2011	FY 2012	Chart Field
Double Occupancy Room, per night	16.50	17.00	1301-16706
per week	94.50	99.00	
Single Occupancy Room, per night	24	25.00	1301-16706
per week	151	159.00	

Residence Hall Room Charges Conference and Guest Rates	FY 2011	FY 2012	Chart Field
Bedroom with community bathroom, per night Athletic & Activity per night			1301-16706
Double occupancy room	15.25 - 29	16.00 - 30.50	
Single occupancy room	20.50 - 44.30	21.50 - 46.50	
Quad occupancy room* *Available to large groups staying short periods of time	18.75 - 22.40	19.50 - 23.50	
Educational Group, per night			1301-16706
Double occupancy	13.15 - 17.25	13.80 - 18.10	
Single occupancy	18.75 - 22.40	19.70 - 23.50	
Other, per night			
Double occupancy	29.15 - 34.90	30.60 - 36.60	
Single occupancy	23.70 - 29.15	24.90 - 30.60	

Residence Halls Fees and Charges	FY 2011	FY 2012	Chart Field
Deposit	100	100	
Computer cards, cables, misc. equipment	COST	COST	
Cleaning and packing property charge, per hour, per custodian	30	30	1301-12516
Locks			1301-12516
Change combination	17.50	17.50	
Change lock/replace key	65	65	
Replacement Room Door-Access Card	5	5	
Damaged key	10	10	
Mailbox lock change	48	48	
Damage/vandalism (actual cost recovery)	COST	COST	
Responsibility and Rights violation, per incident, up to	100	100	

Apartment Rental Rates, Student, per month	FY 2011	FY 2012	Chart Field
Landmark Village	698	725	1301-16706
River Village			1301-16706
Two bedroom	831	865	
Three bedroom	938	974	
Spanish Walk, one bedroom	625	649	1301-16706

University Apartments Fees & Charges	FY 2011	FY 2012	Chart Field
Application deposit	100	100	
Cleaning charge and packing property, per hour, per custodian	30	30	
Furniture rental	30 - 45	30 - 45	
Late notice fee	300	300	
Damage deposit	100	100	
Damage deposit, authorized service animal	100	100	
Vacuum cleaner late fee, 1st offense	5	5	
Additional offenses	10	10	
Locks			
Change combination	17.50	17.50	
Change lock/re-key door	65	65	
Replacement Apartment Door – Access Card	5	5	
Damaged keys	10	10	
Mailbox lock change	48	48	
Damage/Vandalism (cost of repair or replacement)	COST	COST	
Responsibilities and Rights violation, per incident, up to	100	100	
Storage fee for non-returning tenants, per month	125	125	
Switch fee	100	100	

University Apartments Guest Housing	FY 2011	FY 2012	Chart Field
Guests staying less than 30 days, in apartment, per night	35	35	1301-16706
1 bedroom	40	40	
2 bedroom	45	45	
3 bedroom			

Meeting Rooms

Meeting Room policies:

If serving food or beverages, UW catering must be secured for this service.

Classification I:

The following groups will **not** be charged for meeting room usage.

1. UW recognized student organizations, faculty or staff work-related meetings or activities or fundraising activities not involving commercial entities may use the meeting space without charge.
2. Non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or University department (participants must be primarily students, faculty and staff) will not be charged.

Classification II:

The following groups will be charged according to the structure in the Fee Book.

1. University departments and/or recognized student organizations that co-sponsor events with commercial entities or events where admission is charged.
2. Non-profit organizations and Wyoming state agencies not primarily involving students, faculty and staff
3. Regional or national student or departmental educational conferences.
4. Commercial off-campus groups.

Meeting Room and Facility Usage Classification II	FY 2011	FY 2012	Chart Field
Rendezvous Room			1301-16706
Full day	145	145	
Half day	120	120	
Rendezvous Room, East			
Full day	110	110	
Half day	90	90	
Rendezvous Room, West			
Full day	110	110	
Half day	90	90	
Other rooms in Washakie Center	VARIABLES	VARIABLES	
Solicitation Table Charge, per table	25	25	
Audio Visual, setup, technician	VARIABLES	VARIABLES	

Transit & Parking Services	FY 2011	FY2012	Chart Field
<i>Parking Permit and Short-Term Parking Fees</i>			1799-13567
Faculty/Staff Parking Permits A, D (Disability)			
Annual	180.00	186.00	
Semester (Fall or Spring)	90.00	93.00	
Summer	15.00/mo	15.50/mo	
Board Retirees	FREE	FREE	
Residential and Commuter Student Parking Permits R (Resident), C (Commuter), D (Disability)			
Annual	120.00	124.00	
Semester (Fall or Spring)	60.00	62.00	
Summer	10.00/mo	10.25/mo	
Motorcycle Parking Permits M			
Annual	20.00	21.00	
Semester (Fall or Spring)	10.00	10.50	
Summer	10.00	10.50	
Temporary Disability Permits TD			
Students	10.00/mo*	10.50/mo*	
Faculty/Staff	15.00/mo*	15.50/mo*	
*TD Permits are issued at no charge if a valid annual or semester pass has been purchased			
Vendor and Contractor Parking Permits V (Vendor) and CO (Contractor)*			
Annual	264.00	273.00	
Semester (Fall or Spring)	132.00	136.50	
Monthly	22.00/mo	22.75/mo	
*Contractor permits must be authorized through Facilities Planning or Facilities Engineering			
University Service Vehicles* U			
Annual	180.00	186.00	
Non-University Service Vehicles* U			
Annual	264.00	273.00	
*All U permits must be approved by Parking Advisory Group			
Replacement Permits*			
Reported Lost	20.00	20.00	
Reported Stolen	0.00	0.00	
Lost and stolen replacement permits require signed affidavit, stolen permits require police report			
Day Permits	5.00	5.00	1799-13567
Parking Meters	1.00/hr	1.00/hr	1799-13567
Pay by the hour lot	1.00/hr	1.00/hr	1799-13567
<i>Parking Citation Fines</i>			
Fraud	175.00	175.00	
Parked in a handicap space w/o permit	150.00	150.00	
Parked in fire lane	75.00	75.00	
Parked in yellow zone	35.00	35.00	

Transit & Parking Services	FY 2011	FY2012	Chart Field
Parking in "no parking" areas, including sidewalks	30.00	30.00	
No permit	30.00	30.00	
Not parked in assigned area	25.00	25.00	
Failure to display permit properly	20.00	20.00	
Meter violation	20.00	20.00	
All other violations	15.00	15.00	
Vehicle Immobilizing (Boot) Fees			1799-13567
1 st immobilization	50.00	50.00	
2 nd immobilization and subsequent *	100.00	100.00	
Paratransit Passes			1318-17345
ADA Premium Fare- Same-day ride		1.00	
ADA Premium Fare- Outside ¾ mile radius		1.00	
Book of 20 tickets		18.00	
*Non-premium ADA Paratransit is free, must meet eligibility requirements			
Charter, Bus			1318-17345
First hour or fraction of an hour, plus			
Each additional hour	50.00	50.00	
Per mile	50.00	50.00	
	1.50	1.50	
Prep fee	25.00	25.00	
A&S Events (non-university entities)	50.00/hr	50.00/hr	
Advertising, Bus			1318-17345
University Affiliated			
Union Express & South Express (Four Total Signs)	80.00	80.00	
Month	240.00	240.00	
Semester	480.00	480.00	
Annual			
All Shuttles (Seven Total Signs)	125.00	125.00	
Month	375.00	375.00	
Semester	750.00	750.00	
Annual			
Non-University Affiliated			
Union Express & South Express (Four Total Signs)	100.00	100.00	
Month	300.00	300.00	
Semester	600.00	600.00	
Annual	155.00	155.00	
All Shuttles (Seven Total Signs)	470.00	470.00	
Month	940.00	940.00	
Semester			
Annual			
Note: cost of the advertising materials and production are the responsibility of the requesting department or agency			
Advertising, Bus Shelter			1318-17345
University Affiliated, per shelter			
Week	7.50	7.50	
Month	22.50	22.50	
Semester	67.50	67.50	
Annual	250.00	250.00	

Transit & Parking Services	FY 2011	FY2012	Chart Field
Non-University Affiliated, per shelter			
Week	12.50	12.50	
Month	37.50	37.50	
Semester	112.50	112.50	
Annual	330.00	330.00	
Note: cost of the advertising materials and production are the responsibility of the requesting department or agency			

University Licensing	FY 2011 & FY 2012	Chart Field
Administrative fee, manufacturer	85.00	1307-12565
Royalty Rates		1307-12565
In-state manufacturer royalty rate	7.50%	
Out-of-state manufacturer royalty rate	8.50%	

Vending Services	FY 2011 & FY 2012	Chart Field
Bicycle locker rentals		
Deposit, refundable	20.00	9050-14881
One month	20.00	1305-12560
Summer session	40.00	1305-12560
One academic semester	55.00	1305-12560
Two academic semesters	100.00	1305-12560
One calendar year	125.00	1305-12560
Laundry Facilities		
Washing machine	2.25	
Dryers	1.50	

Wyoming Union

Classification I - Qualifying groups and activities include UW recognized student clubs and organizations, or fund-raising activities or other activities not involving commercial entities. Non-profit organizations and Wyoming state agencies sponsored by a recognized student organization, with participants primarily students; faculty and staff qualify under this category.

Classification II - Qualifying groups and activities include faculty or staff work-related meetings, events or conferences sponsored by a UW Department. Non-profit organizations and Wyoming state agencies activities sponsored by a UW Department with participants primarily students; faculty and staff qualify under this category.

Classification III – Qualifying groups and activities include University departments, recognized student clubs and organizations co-sponsoring events with commercial entities or EVENTS WHERE ADMISSION IS CHARGED. Non-profit organizations and Wyoming state agencies, not primarily involving students, faculty and staff and regional or national student or department educational conferences qualify under this category.

Classification IV – Commercial off-campus groups.

Solicitation Tables	FY 2011 & FY 2012	Chart Field
Classification I and II	0.00	
Classification III	35.00	1304-12554
Classification IV	60.00	1304-12554

Union Audio Visual	FY 2011 & FY 2012	Chart Field
Equipment fee will be charged if a group fails to cancel within two business days of a scheduled event.		
Classification I	0.00	
Classification II and III		1304-12554
LCD Projector	95.00	
LCD Projector, per hour	21.00	
TV	23.00	
VCR	23.00	
TV/VCR or DVD	37.00	
Slide Projector	18.00	
Overhead	16.00	
Portable Screen	16.00	
DVD	26.00	
Conference Phone	18.00	
Classification IV		1304-12554
LCD Projector	160.00	
LCD Projector, per hour	32.00	
TV	47.00	
VCR	47.00	
TV/VCR or DVD	77.00	
Slide Projector	36.00	
Overhead	36.00	
Portable Screen	26.00	
DVD	47.00	
Conference Phone	28.00	

Union Facility Fees	FY 2011 & FY 2012 Half Day	FY 2011 & FY 2012 Full Day	Chart Field
Room Rental Deposit equivalent to 50% of total room rental rate due when facility agreement is signed. Non-refundable if a group fails to cancel within 30 business days of a scheduled event.			
Classification I and II	0.00	0.00	
Classification III			1304-12554
Ballroom 220	336.00	446.00	
East Ballroom 220C	116.00	147.00	
West Ballroom 220A	116.00	147.00	
Center Ballroom 220B	116.00	147.00	
Wyoming Family Room 212	152.00	189.00	
Warm Valley 202	63.00	79.00	
Big Horn 203	63.00	79.00	
Snowy Range 206	42.00	61.00	
The Gardens 027	116.00	168.00	
Senate Chambers 221	110.00	152.00	

Union Facility Fees		FY 2011 & FY 2012 Half Day		FY 2011 & FY 2012 Full Day	Chart Field
Senate West		79.00		89.00	
Senate East		79.00		89.00	
Skylight Lounge 029		44.00		61.00	
Lower Fireplace Lounge 118B		44.00		61.00	
Flaming Gorge 002		53.00		70.00	
Thunder Basin 010		44.00		61.00	
Classification IV					1304-12554
Ballroom 220		483.00		672.00	
East Ballroom 220C		168.00		226.00	
West Ballroom 220A		168.00		226.00	
Center Ballroom 220B		168.00		226.00	
Wyoming Family Room 212		205.00		278.00	
Warm Valley 202		110.00		152.00	
Big Horn 203		110.00		152.00	
Snow Range 206		79.00		110.00	
The Gardens 027		179.00		242.00	
Senate Chambers 221		189.00		263.00	
Senate West		110.00		131.00	
Senate East		110.00		131.00	
Skylight Lounge 029		79.00		110.00	
Lower Fireplace Lounge 118B		79.00		110.00	
Flaming Gorge 002		110.00		152.00	
Thunder Basin 010		79.00		110.00	

Union Sound System	FY 2011 & FY 2012	Chart Field
Classification I	0.00	
Classification II and III		1304-12554
Small PA system	24.00	
Medium PA system	58.00	
Large PA system	116.00	
Small PA system, per hour	11.00	
Medium PA system, per hour	23.00	
Large PA system, per hour	44.00	
Wireless microphone	23.00	
Panel microphone	13.00	
Lapel microphone	23.00	
CD player	13.00	
Labor, per hour	17.00	
Classification IV		1304-12554
Small PA system	58.00	
Medium PA system	95.00	
Large PA system	221.00	
Small PA system, per hour	23.00	
Medium PA system, per hour	36.00	
Large PA system, per hour	84.00	
Wireless microphone	47.00	
Panel microphone	24.00	
Lapel microphone	47.00	
CD player	24.00	
Labor, per hour	28.00	

Union, Miscellaneous	FY 2011 & FY 2012	Chart Field
Catering kitchen usage, per day (see table below)		1304-12554
Excessive cleaning, per person, per hour, plus materials	35.00	1304-12554
Billiard table use, per hour		1304-12554
1 player	3.00	
2 players	5.00	
3 players	6.00	
4 players and up	7.00	
Union Information Desk		
Fax fee, first page sent	1.00	
Fax fee, each additional page sent	.50	
Fax fee, each page received	.20	
Ticket service charge, per transaction	.50	
Special Set-up costs		1304-12554
Labor, per person, per hour		
Additional building operations, per hour	15.00	
	35.00	

Wyoming Union Outside Catering – FY2011 & FY 2012

Attendance-per person	Catering Access – per space, per day	Staging space – per day	Equip. & Kitchen Use, per day
0-25	\$25	\$10	\$10
26-50	\$50	\$25	\$25
51-100	\$75	\$35	\$35
101+	\$100	\$50	\$50

The above table was created to more accurately reflect the services requested by off-campus caterers utilizing the Wyoming Union kitchen, kitchen equipment and/or surrounding staging spaces. Charges will be based upon the level of preparation space or equipment needed to cater an event (drop-off food service, versus multi-course meal preparation and service of food) and the number of people to whom service is provided.

Attendance: Price breaks occur naturally at the 25, 50, and 100 person mark, based upon existing reservable space and its relative room capacities within the Wyoming Union.

Catering Access: Catering access is the allowance of an approved caterer to provide food services for an event hosted within the Wyoming Union. Catering access fees will be applied on a per space, per day basis.

Staging Space: Staging space is a cleared area required to prepare foods for a catered event, i.e., tables in place for plating food, “back of the house” access, buffet tables set up in a conference room, etc. Staging space fees will be applied on a per day basis.

Equipment and Kitchen Use: Equipment and kitchen use fees will be applied if the off-campus caterer uses any Union kitchen equipment – dishwasher, food warmers, ovens, walk-in cooler and freezer, counter space, cleaning equipment etc.

VII. MISCELLANEOUS FEES, CHARGES, AND DEPOSITS

Fees charged to the public and the university community.

American Heritage Center

AHC - Public Use Areas Rental	FY 2011 & FY 2012	Chart Field
<p>Booking Fee (charged per room, per event, non-refundable)</p> <p>AHC penalty charges - (Imposed if room is left in an order different from the order and cleanliness that existed upon arrival) – applicable to all user classifications.</p> <p>Custodial Services (charged when rooms will need to be ready for a next-day usage and an after-hours custodial staff is required for the cleanup, primarily necessary when food has been served or after a Friday event, when a Saturday event is scheduled the next day)</p> <p>Security (Regardless of ostensible event times, security charges will be incurred if guests, sponsors, and or catering need to enter the building before 8:00 am or if guests, sponsors, and or catering have not completely exited the building by 5pm).</p> <p>UW Movers (**charged for special event setups)</p>	<p>\$25.00 (for UW Campus Groups)</p> <p>\$50.00 (for outside groups)</p> <p>\$250.00</p> <p>Cost + \$25.00 Admin fee</p> <p>Cost + \$25.00 Admin fee</p> <p>Cost + \$25.00 Admin fee</p>	<p>1700-13482</p>
<p>NOTE: The AHC reserves the right to refuse room use to individual and or groups that do not abide by the public use rules.</p>		
<p>Rooms available for public use include: Sheep Industry Room (meeting room with conference tables. Permanent room arrangement includes a capacity of 24 around the conference tables with extra chairs around the perimeter of the room. A permanent projector screen is also located here.) Mary Storer Loggia (open reception area with a capacity of 199 standing.) Wyoming Stock Growers’ Room (one half of the room is set up in classroom arrangement with a capacity for 24. The other half is set up in audience rows with a capacity for 50. The room includes a podium with a microphone, projector screen, and wireless & data hookups). George A. Rentschler Room (meeting room with a large permanent conference table with a capacity of 12. Extra chairs are around the perimeter of the room. The room also includes a telephone and wireless hookups). Centennial Complex Lobby (set up with permanent exhibits, couches, chairs. Capacity 150 standing). Centennial Complex Meeting Room/Restaurant (This room arrangement has 8 round tables with 8 chairs each for a seating capacity of 64, and two 8-foot tables often used by catering. The room also has a data hookup, a podium with a microphone (when it is not in use for another event), and a portable projection screen (when it is not in use for another event) are available. A rack of chairs is available upon request to increase the seating capacity to 80 (10 chairs per table) which is the fire code capacity for this room.)</p> <p>**NOTE: AHC can provide a podium with microphone (if not already scheduled), but no other audio-visual equipment except as specified above. Additional AV needs must be arranged with UW Information Technology or outside vendors.**Note: Public use rooms are not available for wedding receptions, family gatherings, or private parties.</p>		
<p>Classification I – Fees listed above</p>		

UW departments, organizations, recognized student clubs, faculty or staff work-related activities and non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or university department.		
Classification II – Fees listed above		
UW departments, organizations, recognized student clubs, faculty or staff work-related co-sponsoring events with commercial entities, non-profit organizations and Wyoming state agencies not primarily involving students, faculty and staff, and regional or national student or departmental educational conferences.		
Classification III–Off-campus or commercial groups		
Booking Fee (charged per room, per event, non-refundable)	\$50.00	1700-13482
Room Rental Fee – During regular business hour (as specified above) per room, per event	\$100.00/full day \$70.00/half day or less	
Custodial Services, Security, and UW Movers (if applicable, please see above)	Actual Cost + \$25.00 Admin fee	

AHC Duplicating Services	FY 2011 & FY 2012	Chart Field
** 1/2 payment is due in advance of work being started on all orders where the quantity ordered exceeds 100, or total fees exceed \$100.00.		
Rush Fees for all Duplicating Services		1700-13482
Commercial Patrons	Plus 100%	
Non-profits and personal	Plus 50%	
University of Wyoming	Plus 25%	
Minimum rush fee for all patrons	10.00	
Copies, per page		
Self service & inventories	.25	
Self-service digital camera, per image	.25	
PDF Scans by AHC Staff (8.5"x11" or 8.5"x14") Black and white photo copies available upon request at the same price	1-99 copies .60 100 or more 1.20	
PDF Scans by AHC Staff (11"x17") Black and white photo copies available upon request at the same price	1-99 copies .75 100 or more 1.50	
Color photocopies by AHC - (8.5"x11" or 8.5"x14")	1-99 copies 1.25 100 or more 2.50	
Color photocopies by AHC - (11"x17")	3.00	
Maps per square foot (black and white)	1.50	
Faxed requests, per page	1.00	
Photographic Prints		1700-13482
4"x 5" print	13.00	
5"x 7" print	17.00	
8"x10" print	20.00	
11"x14" print	25.00	

AHC Duplicating Services ** 1/2 payment is due in advance of work being started on all orders where the quantity ordered exceeds 100, or total fees exceed \$100.00.	FY 2011 & FY 2012	Chart Field
13"x19" print 16"x20" print 20"x 24" print 24"x30" print 24"x36" print 30"x40" print	30.00 35.00 45.00 60.00 75.00 90.00	
<p style="text-align: center;">Digital Imaging Services</p> <p>Scanning for documents up to 11"x17" (resolution up to 2400ppi)</p> <p>Betterlight Scanback (up to 8000x10000 pixels). For items larger than 11"x17" (such as maps, architectural drawings, paintings) or too fragile for scanning (such as scrapbooks and diaries). One hour minimum Includes setup and takedown.</p> <p>Digital camera photography (per image – maximum 2000x3000 pixels)</p> <p>Fee total includes files on CD/DVD; shipping and handling included (when shipping to a US address). Additional shipping charges apply when shipping to an international address.</p>	First 19 scans 18.00/scan Quantities of 20 or more 27.00/scan 60.00/hour 10.00/Image Plus 10.00 set up fee/order	1700-13482
<p style="text-align: center;">Audio-Visual Duplication</p> <p>Audio materials can be transferred to audiocassette tape or CD/DVD. Visual material can be transferred to VHS video tape or DVD. Shipping and Handling charged on all orders. One half hour minimum.</p>	25.00/hour 15.00/half hour	1700-13482
<p style="text-align: center;">Shipping and Handling</p> <p>Shipping charges are estimated from the applicable Postal Vendor's website. An additional handling charge will be added to all shipments.</p> <p>Handling charge to a U.S. address, mailed in an envelope mailer</p> <p>Handling charge to a U.S. address, in a mailer larger than envelope (flat)</p> <p>Handling charge on all international shipments</p>	5.00 10.00 25% of est. shipping cost	1700-13482

AHC Commercial Use Fees	FY 2011 & FY 2012	Chart Field
Books, CD-ROM, per image Scholarly and non-profit publishers	0.00	1700-13482
1-5,000 copies	25.00	
5,001-10,000 copies	50.00	
10,001-25,000 copies	100.00	
Over 25,000 copies	250.00	
Magazines and Periodicals Scholarly and Non-profit publishers	0.00	1700-13482
Under 50,000 circulation	50.00	
50,000-100,000 circulation	100.00	
Over 100,000 circulation	250.00	
Commercial display, per image (office, store, etc) Book Jacket	250.00 250.00	1700-13482
Motion Picture, Radio or Television, per image	250.00	
Advertising use, per image	250.00	
Public Display (in business) per image	250.00	
Multiple Images, \$25 per image, each		1700-13482
1-5 images	25.00	
6-15 images	20.00	
16-25 images	17.50	
26-35 images	15.00	
Over 35 images	12.50	
Multiple Images, \$50 per image, each		1700-13482
1-5 images	50.00	
6-15 images	40.00	
16-25 images	35.00	
26-35 images	30.00	
Over 35 images	25.00	
Multiple Images \$100 per image, each		1700-13482
1-5 images	100.00	
6-15 images	80.00	
16-25 images	70.00	
26-35 images	60.00	
Over 35 images	50.00	
Multiple Images \$250 per image, each		1700-13482
1-5 images	250.00	
6-15 images	200.00	
16-25 images	175.00	
26-35 images	150.00	
Over 35 images	125.00	

Anaconda Geological Document Collection	FY 2011 & FY 2012	Chart Field
Gold Level Annual Fee (archives access included)	8,000.00	1700-13505
Duplication Rates:		
Black/White Photocopies or Color Scans (up to 11x17"), per page	1.00 0.50	
Black/White Photocopies, on-site, self service, per page	2.00	

Anaconda Geological Document Collection	FY 2011 & FY 2012	Chart Field
Oversized Map Photocopies (black/white, up to 36" wide), per square foot Scanning per hour (minimum 1 hour, total includes files on CD/DVD (if desired); shipping and handling included. Faxed requests, per page	100.00 2.00	
<p style="text-align: center;">Silver Level</p> Annual Fee (archives access included) Duplication Rates: Black/White Photocopies, on-site, self service, per page Black/White Photocopies or Color Scans (up to 11x17"), per page First 25 pages Next 25 pages Over 50 pages (limit 200) Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot First 100 sq ft. Next 100 sq ft. Over 200 sq ft. Faxed requests, per page	3,500.00 50% off 1.00 3.00 6.00 2.00 6.00 12.00 2.00	1700-13505
<p style="text-align: center;">Bronze Level</p> Annual Fee Duplication Rates: Black/White Photocopies, on-site, self service, per page Black/White Photocopies or Color Scans (up to 11x17"), per page First 25 pages Next 25 pages Over 50 pages (limit 200) Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot First 25 sq ft. Next 25 sq ft. Over 50 sq ft. (no limit) Faxed requests, per page	1,750.00 50% off 2.00 3.00 6.00 2.00 6.00 12.00 2.00	1700-13505
<p style="text-align: center;">Academic and Historical NON-Commercial Membership</p> Annual Fee (archives access included) <p style="text-align: center;">All products and services are offered at the standard AHC Duplication rate.</p>	15.00	1700-13505
<p>Federal Government Agency Membership annual fee</p> Duplication Rates:	3,000.00	1700-13505

Anaconda Geological Document Collection	FY 2011 & FY 2012	Chart Field
Black/White Photocopies, on-site, self service, per page Black/White Photocopies or Color Scans (up to 11x17"), per page	50% off 1.00	
Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot	2.00	
Faxed requests, per page	2.00	
State Government Agency Level		1700-13505
Annual Fee (archives access included)	750.00	
Duplication Rates:		
Black/White Photocopies, on-site, self service, per page	50% off	
Black/White Photocopies or Color Scans (up to 11x17"), per page	1.00	
Oversize Map Photocopies (black/white, up to 36" wide), or Oversize Scanning (color or black/white, up to 42" wide), per square foot	2.00	
Faxed requests, per page	2.00	

Anaconda Geological Document Collection	FY 2011 & FY 2012	Chart Field
Other fees not otherwise specified (with the exception of the Academic/Historical/Non-commercial category) will be charged double the fee specified for non-Anaconda work.		1700-13505
Interest charges to accounts over 60 days in arrears will be at the market rate (to be determined by the University Controller).		

Animal Science

Animal Science Livestock Teaching Arena	FY 2011 & FY 2012	Chart Field
University events	COST	
Non-profit organizations, cost plus fee of:		
Per hour	+53.00	
Per day	+265.00	
Commercial, cost plus fee of:		
Per hour	+106.00	
Per day	+530.00	

Animal Science Wool Evaluation Fees	FY 2011 & FY 2012	Chart Field
Clean Wool Determination		1700-13438
In-state, per fleece	15.00	
Out-of-state, per fleece	20.00	
Diameter Determination		1700-13438
Air Flow (Port-Air), per sample	2.50	
Micro projection, per sample	5.00	
Information cores of bag lots		1700-13438
Machine use	1.00	
Yield	5.00	
Diameter (by micro projection of 200 fibers)	3.00	
Purebred flocks raised in Wyoming on "Farm performance testing program"		1700-13438
Fleece evaluation		
Clean Wool Determination, per fleece	10.00	
Diameter Determination		
Air-Flow	2.50	
Micro projection	5.00	
Processing charges		1700-13438
Scour, per grease pound	.50	
Scoured wool, per pound	3.00	
Card Sliver, per pound	3.50	
Grease wool, per pound	1.50	

Anthropology	FY 2011 & FY 2012	Chart Field
Field or laboratory analysis of human remains and associated burial goods for Native American Graves Protection and Repatriation Act compliance and other bioarchaeological or osteological assessments (per hour, plus expenses in field)	25.50	1700-16443
Basic analyses plus written report (4 hr. minimum, per hour)	25.50	
Photographic Documentation (1 hour minimum, plus film and processing costs and/or digital reproduction costs, per hour)	28.00	
Radiographic Transparencies (1 hour minimum, plus medical Facility costs, per hour)	25.50	
Selected Skeletal Standards Formats (1 hour minimum, plus Photocopy costs, per hour)	25.50	

Art Museum

Art Museum Facility Rental	FY 2011 & FY 2012	Chart Field
University, non-profit or arts-related organizations; gallery use subject to museum regulations, exhibition schedule and contractual regulations.		
Lobby only	53.00	
Lobby and terrace	53.00	
Lobby with galleries open	79.00	
Lobby with galleries open and terrace	79.00	

Art Museum Facility Rental	FY 2011 & FY 2012	Chart Field
small gallery, no exhibition modification	159.00	
large gallery, no exhibition modification	250.00	
Multi-purpose room/Shelton Art Studio/Conference Room, half day	26.50	
full day	53.00	
Additional event fees		
Setup fee (for all events)	25.00	
Custodial (actual, if applicable)	COST	
Security (actual, if applicable)	COST	
For-profit groups and organizations; gallery use subject to museum regulations, exhibition schedule and contractual regulations. The museum is not available for weddings, wedding receptions, fundraisers or private parties.		
Lobby only	90.00	
Lobby and terrace	90.00	
Lobby with galleries open	116.00	
Lobby with galleries open and terrace	435.00	
small gallery, no exhibition modification	222.00	
large gallery, no exhibition modification	435.00	
Multi-purpose room/Shelton Art Studio/Conference Room half day	64.00	
full day	116.00	
Additional event fees (for all events)		
Setup fee (for all events)	25.00	
Custodial (actual, if applicable)	COST	
Security (actual, if applicable)	COST	

Art Museum	FY 2011 & FY 2012	Chart Field
Commercial Use Fees		1700-13509
Transparency or high resolution scan		
Scholarly and non-profit, each	50.00	
Others, each	100.00	
Shelton Art Studio		1700-13335
Pre-K – High School Classes		
Four-sessions @1 hr/session (total of 4 hours)	25.00	
Four-sessions @2 hrs/session (total of 8 hours)	50.00	
Adult Classes		
Four-sessions @ 2 hrs/session (total of 8 hours)	50.00	
Drop-in rate for individual classes	15.00	
Art Camp		
4 hrs for 5 days (total of 20 hours)	60.00	
Day rate by prior arrangement	15.00	
Museum members receive 10% discount		

Auditorium and Classroom Facility Use	FY 2011 & FY 2012	Chart Field
Classifications I and II	Free	
Classification III		
<p style="text-align: center;">Arts & Sciences Auditorium</p> Per day or part of a day Cleaning Charge per hour After hours	<p style="text-align: center;">1100.00</p> <p style="text-align: center;">26.00 39.00</p>	<p style="text-align: center;">1700-13267</p> <p style="text-align: center;">1800-13579</p>
<p style="text-align: center;">Agriculture Auditorium</p> Per hour, 4 hour minimum Additional charge after 6:00 pm Cleaning Charge per hour After hours	<p style="text-align: center;">8.50 1.50</p> <p style="text-align: center;">26.00 39.00</p>	<p style="text-align: center;">1800-13579</p> <p style="text-align: center;">1800-13579</p>
<p style="text-align: center;">College of Business Auditorium</p> Per hour, 4 hour minimum Additional charge after 6:00 pm Cleaning Charge per hour After hours	<p style="text-align: center;">8.50 1.50</p> <p style="text-align: center;">26.00 39.00</p>	<p style="text-align: center;">1800-13579</p> <p style="text-align: center;">1800-13579</p>
<p style="text-align: center;">Education Auditorium</p> Per hour, 4 hour minimum Additional charge after 6:00 pm Cleaning Charge per hour After hours	<p style="text-align: center;">24.00 5.00</p> <p style="text-align: center;">26.00 39.00</p>	<p style="text-align: center;">1700-13420</p> <p style="text-align: center;">1800-13579</p>
<p style="text-align: center;">Classrooms</p> 150-250 capacity Per hour Per day Cleaning Charge per hour After hours 77-150 capacity Per hour Per day Cleaning Charge per hour After hours Under 77 capacity Per hour Per day Cleaning Charge per hour After hours	<p style="text-align: center;">13.50 80.00 26.00 39.00</p> <p style="text-align: center;">10.00 59.00 20.00 30.00</p> <p style="text-align: center;">8.50 50.00 15.00 20.00</p>	<p style="text-align: center;">1800-13579</p> <p style="text-align: center;">1800-13579</p> <p style="text-align: center;">1800-13579</p> <p style="text-align: center;">1800-13579</p>

Berry Biodiversity Conservation Center	FY 2011 & FY 2012	Chart Field
Administrative fee (charged per room, per event, non-refundable): 1) On-campus organizations: Conference room or lecture Hall Lobby 2) Off-campus organizations: Conference room of lecture Hall Lobby	0 25.00 25.00 35.00	1700-20325
Custodial services (charged when room will need additional cleaning beyond regularly scheduled cleanings)	Approx. \$26/hour Approx. \$36/hour after hours	1700-20325
Furniture use deposit for lobby use only(determined by number of chairs and tables used)	25-250	1700-20325
Furniture setup/take-down fee for lobby use only: 1) On-campus organizations 2) Off-campus organizations	30.00 100.00	1700-20325

Civil and Architectural Engineering	FY 2011 & FY 2012	Chart Field
Hydraulic Laboratory and Hydraulic Equipment 20' x 50' sediment transport flume, per day	250.00	
Environmental Engineering Laboratory Bioremediation testing for contaminant degraders, per sample	100.00	
Soils Laboratory and Rock Mechanics Laboratory Atterberg Limit test equipment, per day Sieve Analysis equipment, per day Soils Direct Shear test equipment, per day Proctor test equipment, per day Inplace Density test equipment, per day CVR test equipment, test run by user, per day Soil Resistivity test equipment, per day	10.00 15.00 20.00 15.00 10.00 70.00 20.00	
Structural Test Facility and Wet Room MTS test equipment, per hour per day Instron test equipment, per hour per day Tinius Olson test equipment, per hour per day Data acquisition/instrumentation, per hour per day	250.00 1,250.00 150.00 750.00 100.00 500.00 15.00 75.00	
Surveying Laboratory and Surveying Equipment Electronic Distant Meter with 2 tripods and prism Theodolite 1" with tripod Theodolite 10" with tripod Transit Vernier with tripod	25.00 30.00 15.00 10.00	

Civil and Architectural Engineering	FY 2011 & FY 2012	Chart Field
Level, automatic with tripod	8.00	
Level rod	1.00	
100' steel tape	1.00	
Total Station (model set 3110) includes peripheral equipment, per day	125.00	
Acoustic Doppler Velocimeter Probe (10-MH2) Field Probe, per hour	12.00	
Lab and field studies of TOCs in drinking water systems, per test, negotiable on large projects	10.00	1700-13469
Lab and classroom usage, asphalt, soils and concrete technician training and certification, per day, per person	14.00	1700-13396

College of Education	FY 2011 & FY 2012	Chart Field
University School Gym rental, per hour, outside groups, exclusive use	16.00	1700-13420

College of Engineering	FY 2011 & FY 2012	Chart Field
Engineering Shops Machining/Milling/Welding/Fabrication technician fee, per hour	60.00	1700-16363
Civil & Architectural Engineering Specialized certification program		
Aggregate Session	475.00	
Asphalt Session	475.00	
Concrete Session without ACI Certification	475.00	
Concrete Session with ACI Certification	550.00	
Retesting Fee	75.00	

Communication Disorders	FY 2011 & FY 2012	Chart Field
<u>Speech-Language Pathology Evaluations</u>		1700-13452
Evaluation – Level 1	105.00	
Evaluation – Level 2	63.00	
Evaluation with Instrumentation – Level 1	150.00	
Evaluation with Instrumentation – Level 2	90.00	
Re-evaluation (only for existing UW Clients)	40.00	
Speech/Language Screening	25.00	
<u>Individual Speech-Language Treatment</u>		
Per Visit – Level 1	55.00	
Per Visit – Level 2	33.00	
A 25% reduction in treatment fees is offered for individual speech-language treatment during the summer session		

Communication Disorders	FY 2011 & FY 2012	Chart Field
<u>Group Speech-Language Treatment</u>		
Per person, per session		
Level 1	30.00	
Level 2	18.00	
<u>Speech-Language Services – Sliding Fee Information</u>		
<p>Net income or status: Level 1 = \$25,000+ Level 2 = Under \$25,000 or UW full-time student Level 2 is 60% of full fees. To qualify for Level 2, documentation must be provided in the form of a tax return and/or personal letter showing evidence of financial hardship. Sliding scale rates are based on net income. Evidence of full-time enrollment required for student status.</p>		
<u>Audiology Diagnostic Evaluations</u>		
Auditory brainstem (ABR)	135.00	1700-13452
Comprehensive audiometry threshold evaluation & speech recognition	60.00	
Tympanometry	30.00	
Conditioned Play Audiometry	45.00	
Pure tone & air bone audiometry	40.00	
Consultation	25.00	
Central auditory process	60.00	
Ear impression fee & handling	20.00	
Otoacoustic Emissions – limited	70.00	
Otoacoustic Emissions – comprehensive	95.00	
Hearing aid, single unit at cost	+40%	1700-13452
Hearing aid programming & fitting following manufacturer repair, factory invoice	+50.00	
Assistive Listening Devices/supplies at cost	+40%	
Hearing Aid evaluation, orientation & follow-up	300.00	1700-13452
Out-of-warranty Hearing Aid check	25.00	
Industrial audiogram	25.00	
Audiometric Screening	25.00	
Special tests	25.00	
Acoustic Reflex Test	20.00	
Acoustic Reflex Decay Test	20.00	
Speech Audiometry Threshold	20.00	
Speech Audiometry Threshold w/ speech recognition	30.00	
Visual Reinforcement Audiometry	45.00	
Tone Decay Test	20.00	
Stenger Test	20.00	
Electrocochleography/Vestibular Function Testing	130.00	
Caloric vestibular test each irrigation	20.00	
Optokinetic nystag bidirect/fovea/periph stim	50.00	
Oscillat track test	50.00	
Positional nystagmus test, min 4 pos	50.00	
Sinusoid vertical axis rotat test	80.00	
Spontaneous nystagmus test, gaze/fix nystagmus	50.00	
Vertical electrodes	50.00	

Early Care and Education Center	FY 2011	FY 2012	Chart Field
Tuition			1309-16930
Infants (Full-day)	37.00/day	39.50/day	
Infants (Half-day)	25.50/day	28.00/day	
Toddlers/Transition (Full-Day)	34.00/day	36.00/day	
Toddlers/Transition (Half-Day)	24.50/day	26.50/day	
Preschoolers (Full-Day)	32.00/day	34.00/day	
Preschoolers (Half-Day)	23.50/day	25.50/day	
School-age Children (after school program)	16.00/day	18.00/day	
Optional full-day public school closures	30.00/day	32.00/day	
Optional half-day public school closures	20.00/day	22.00/day	
Application Fee for New Enrollees (non-refundable)	25.00	25.00	
Late pickup fee	10.00	10.00	
NOTE: Additional fees may be assessed as needed.			

Fine Arts Box Office	FY 2011 & FY 2012	Chart Field
Ticket prices vary by department, up to a maximum of \$30. Group discounts are available for 10 or more.	max 30.00	
Ticket handling fee, per season order	3.00	
Ticket handling fee, per ticket	.50	
Ticket handling fee, per ticket, for non-UW sponsored events	3.00	
Return and exchange fee	1.00	
Mailing fee	2.00	
Rental Fee for Fine Arts Building Lobby, outside entities	150.00	

Foundation	FY 2011 & FY 2012	Chart Field
Use of the Foundation House		
Class I (campus events)	0.00	
Class II or III (off-campus groups/events)		
Per day	160.00	
Per half-day	132.00	

General Counsel	FY 2011 & FY 2012	Chart Field
Request for Public Records (reference Public Records Act § 16-4-204)	COST	

Health Sciences	FY 2011 & FY 2012	Chart Field
Wyoming Institute for Disabilities (WIND)		
Family Science Credential	1500.00	

Home Child Care Provider Program	FY 2011 & FY 2012	Chart Field
A sliding fee scale based on income at the time of enrollment will be used to determine rate charged		
Registration fee (non-refundable) per child	20.00	
Per Child, per hour, maximum	1.35	
Per Child, per hour, special care, maximum	1.50	

Intercollegiate Athletics

- Entities using an athletic facility must take into consideration set-up/breakdown time. The entities will be charged the appropriate rate for the time that the facility is “off-line” (e.g., not usable by athletics or another entity).
- **DIRECT COST (DC)** means that the entity is only being charged the actual cost incurred by the athletic department (set-up/breakdown, equipment usage, etc.) The facility rental fee has been waived.
- Prices listed are for facility rental only. Prices do NOT include labor costs for facility set-up/breakdown, equipment usage for facility set-up/breakdown, equipment usage during the event, required security/emergency personnel (if applicable), etc.

Intercollegiate Athletics – Activity card	FY 2011 & FY 2012	Chart Field
Student spouse activity card, annual fee	75.00	1316-12641
Per semester	50.00	
Student dependent child activity card, annual	30.00	1316-12641
Per semester	25.00	

Facilities Use - Intercollegiate Athletics	FY 2011 & FY 2012	Chart Field
Wyoming High School Athletics Association Events	DIRECT COST	1316-12627
Arena-Auditorium Arena <u>University events</u> – including, but not limited to, ASUW and Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged	DIRECT COST +DIRECT COST 6,050/day+DC 4,840/day+DC 2,825/day+DC 1,695/day+DC	1316-12627
Arena-Auditorium Concourse <u>University events</u> , including, but not limited to, ASUW and Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit, admission charged Non-profit, no admission charged	DIRECT COST +COST 1,690/day+DC 1,355/day+DC 1,220/day+DC 735/day+DC	
Fieldhouse <u>University events</u> –including, but not limited to, ASUW and Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged Roach Room	DIRECT COST +DIRECT COST 2,825/day+DC 2,260/day+DC 1,410/day+DC 850/day+DC 325/day+DC	1316-12627
Football Stadium <u>University events</u> , including, but not limited to. ASUW and Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged	DIRECT COST +DIRECT COST 8,465/day+DC 6,775/day+DC 3,520/day+DC 2,115/day+DC	1316-12627
Indoor Practice Facility (IPF) <u>University events</u> - including, but not limited to, ASUW and Multi-Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility	DIRECT COST +DIRECT COST	1316-12627

Facilities Use - Intercollegiate Athletics	FY 2011 & FY 2012	Chart Field
rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged	230/hr+DC 185/hr+DC 115/hr+DC 70/hr+DC	
Sports Complex <u>University events</u> , including, but not limited to, ASUW and Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus negotiated facility rental fee) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged	DIRECT COST +DIRECT COST 1,410/day+DC 1,130/day+DC 705/day+DC 425/day+DC	1316-12627
Rochelle Student Athlete Building WAR Room (Usage fee applies to all users) *Users will also pay for any equipment used (tables, chairs, etc.). Audio equipment will not be provided and must be secured from other campus services.	325/day+DC	1316-12627
Madrid Sports Complex Commercial Use Non-profit Use North 40 Fields Commercial Use Non-profit Use	465/day+DC 280/day+DC 465/day+DC 280/day+DC	1316-12627
Indoor Tennis Facility Memberships: Adult Individual membership fee, per indoor season Junior Individual membership fee, per indoor season (18 and under) Family membership fee, per indoor season (2 adults and up to 4 dependent children 18 and under) Memberships will be discounted by 25% if purchased after January 1, 2012. Court Rental Fee (per court/hour) Non-Member Daily Access Fee (limit 5/individual, non-member is also responsible for court rental fee of \$12/court/hour and/or lesson fee) Lessons (taught by UW employee) Group/clinic (3+) Private (1-2) 1 hour	150.00 100.00 325.00 12.00 10.00 \$25/person/90 minutes \$60/hour	1316-16381

Facilities Use - Intercollegiate Athletics	FY 2011 & FY 2012	Chart Field
Lessons (taught by non-UW employee) Fees set by USPTA certified teaching professional Outside events (contract arranged through Shannon Spears, 307-766-2293 or sspears3@uwyo.edu , in Athletics) Events charging admission/fees to participants \$25/court/hour Events not charging admission/fees to participants \$20/court/hour After school program for youth (run by UW) \$10/youth/session Season locker rental 60.00		
Tailgate Park <u>University events</u> , including, but not limited to, ASUW and Multi-Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged University events, admission charged (plus negotiated facility rental fee) Commercial, per day Non-profit organizations, per day	DIRECT COST DIRECT COST DIRECT COST DIRECT COST	1316-12627

Equipment Rental and Extra Services - Intercollegiate Athletics	FY 2011 & FY 2012	Chart Field
Equipment Rental Barricades, each 8.00 Chairs, each 0.70 Floor covering, per sq foot 0.15 Forklift, with operator, 4500 lbs, hourly rate 45.00 Forklift, with operator, 4500 lbs, daily rate 265.00		1316-12618
Equipment Rental Golf Carts, each 40.00 Microphone, each 10.00 Podium, each 33.00 Portable stage ramp 465.00 Portable stage, max size 60' x 40', sound wings 12'x16' 1,135.00		1316-12627
Equipment Rental 4' x 8' Risers (each section) 33.00 Sound system - Electro Voice with Yamaha PM 1000 console and one microphone 133.00 Table skirting, per table 2.65 Tables, each 4.00 Towels, each 2.65		1316-12627
Extra Services, per person, per hour Electricians 40.00/hour Medical staff (2 required) 26.00/hour On-site commercial sales (% of gross) Police (required) 28.00/hour Event Manager 30.00/hour Event Supervisor 22.00/hour		1316-12627

Equipment Rental and Extra Services - Intercollegiate Athletics	FY 2011 & FY 2012	Chart Field
Event Staff	19.50/hour	

Tickets - Intercollegiate Athletics	FY 2011 & FY 2012	Chart Field
Athletic and Special Events *Faculty/Staff discount will be in accordance with IRS guidelines.	Call UW Ticket Office for information 766-4850	1316-12639

Jacoby Golf Course	FY 2011 & FY 2012	Chart Field
Green Fees - General Public 9 holes 18 holes	22.00 28.00	1700-13436
Green Fees - UW students and Juniors (18 years and younger) 9 holes 18 holes	15.00 20.00	1700-13436
Memberships Full time student Adult Single Junior (18 years or younger)	350.00 475.00 250.00	1700-13436
Driving Range and Golf Carts 9 hole cart rental 18 hole cart rental Driving Range membership Range balls Small bucket Medium bucket Large bucket Club storage, per season	16.00 24.00 200.00 2.00 4.00 6.00 35.00	1700-13436

Kinesiology and Human Energy Research Laboratory	FY 2011 & FY 2012	Chart Field
Service Fees – group rates available upon request (Service subject to constraints on University’s limited service license) Aerobic Capacity Determination via Maximal Oxygen Consumption (VO2max) Aerobic capacity and exercise EKG Body Composition Assessment via Dual Energy X-ray Absorptiometry (DEXA)	100.00 100.00	1700-13448

Kinesiology and Human Energy Research Laboratory	FY 2011 & FY 2012	Chart Field
DEXA users fee (Research) includes 175 scans/year	1500/yr	1700-13457
Per scan fee (in addition to users fee)	15.00	
Metabolic Laboratory Blood Profile - cholesterol, triglyceride, glucose & insulin, per test	45.00	
Computer diet analysis, per analysis	25.00	1700-13457
Graded Exercise Stress Test with electrocardiogram (EKG) and oxygen consumption (VO2max)	175.00	
Exercise Prescription	40.00	1700-13457
Exercise Stress Test	160.00	
Human Assay Measurement	300.00	1700-13457
Hydrostatic Weighing	25.00	1700-13457
Pulmonary function test (FEV1)	25.00	
Resting electrocardiogram (EKG)	25.00	
Skinfold measurement (body composition)	10.00	1700-13457
Weight loss program	35.00	

Mechanical Engineering	FY 2011 & FY 2012	Chart Field
Rapid Prototype Machine	\$10/cubic inch	1700-13087

Medical Education and Public Health	FY 2011 & FY 2012	Chart Field
Family Practice Center – Casper		1700-13164
Courses taught at this facility are open to all members of the medical community.	325.00	
Advanced Life Support and OB (ALSO) – Non UW personnel	350.00	
Wilderness Medicine Program fees - Non UW personnel		
Fees, Charges, and Deposits (methodology)		
<p>The Family Practice Center in Casper is partnered with the Community Health Center of Central Wyoming (CHCCW), a federal grant-funded entity. Fees and charges at the Casper Center are set by the CHCCW.</p> <p>The Family Practice Center in Cheyenne maintains a formal fee schedule for physician services based on a resource-based relative value scale. A relative value guide correlates the difficulty of performing a certain procedure and the time required and assigns a unit value to the procedure. There are over 7,000 procedures listed in the RBRVS (resource-based relative value scale) and each procedure has a unique code associated with it as well as a unit value. The fee charged for the procedure is obtained by multiplying the unit value by a conversion factor. Conversion factors used at the Family Practice Centers are updated periodically by reviewing the reimbursement received from major insurance companies and are reviewed annually by the Dean of the College of Health Sciences. Conversion factors currently in use are on file at each program and in the Office of the Dean.</p> <p>The University of Wyoming Family Practice Residency Programs accept new patients regardless of their ability to pay for services. Our policy is to bill all patients for services provided and to request payment at the time of service. All medical laboratory charges are billed by Cheyenne Regional Medical Center. Charges for these services are not eligible for discounts offered by our facility.</p> <p><u>Financial Discounts</u> apply to patients with special financial needs. Occasionally, patients have legitimate financial problems. Patients expressing hardship must be referred to the Business Office for each</p>		

Medical Education and Public Health	FY 2011 & FY 2012	Chart Field
<p>program where financial arrangements or discounts can be determined. There are two discount options: <u>Hardship Discount</u> applies to patients with serious illnesses who are unable to work and have no other sources of income and patients who are now deceased and their accounts are uncollectible. If, after insurance payment, there is an outstanding balance, the Medical Director may elect to write off the remaining balance.</p> <p><u>Sliding Fee Scale Discount</u> applies to families that are "total family private pay" which may qualify them for a sliding fee scale or a co-pay. Special exceptions to the total family private pay rule will be considered for families with insured children on a case-by-case basis by the program director or designee. The per visit co-pay will apply to those who do not meet 100% of the Federal Poverty level standard. The co-pay for procedures and OB visits for those below 100% of the FPL will be addressed on a case-by-case basis. The sliding fee percentages are based on annual gross family income and size. Payments are expected every thirty (30) days. Guidelines are outlined below.</p>		

Size of Family Discount or Co-Pay	Below FPL \$15.00	FPL 125% 60%	FPL 133% 40%	FPL 150% 30%	FPL 175% 20%	FPL 200% 10%
1	<10,830	12,996	14,403	16,245	18,952	21,660
2	<14,570	17,484	19,378	21,855	25,497	29,140
3	<18,310	21,972	24,352	27,465	32,042	36,620
4	<22,050	26,460	29,326	33,075	38,587	44,100
5	<25,790	30,948	34,300	38,685	45,132	51,580
6	<29,530	35,436	39,274	44,295	51,677	59,060
7	<33,270	39,924	44,249	49,905	58,222	66,540
8	<37,010	44,412	49,223	55,515	64,767	74,020

For each additional person, add \$3,740

Miscellaneous	FY 2011 & FY 2012	Chart Field
Bicycle Registration, one time for each bicycle City of Laramie and UW accept either registration	5.00	1700-13273
Violations		
Class I (e.g., speeding, carelessness, failure to register)	10.00	
Class II (parking outside designated areas)	5.00	
Directory Information Fees		
Charge per list from same selection	25.00	
Charge per selection	50.00	
Phone charges, actual minimum	25.00	
Standard set-up-labor, packaging and mailing	300.00	
Police Department		
Fingerprinting (per card) For non Faculty Staff/Student	10.00	1700-13273
Vehicle Identification Number Inspections	5.00	
Police Report Copies	.25 per page	
Copy machines, per copy		
Minimum	.05	

Miscellaneous	FY 2011 & FY 2012	Chart Field
Maximum, not to exceed cost	.15	
Keys		
Deposit, minimum	1.00	
Deposit, maximum	10.00	
Charge for lost key, regular key, minimum	1.00	
Charge for lost key, regular key, maximum	10.00	
Outside door key, minimum	2.50	
Outside door key, maximum	25.00	
Master key, minimum	50.00	
Master key, maximum	250.00	
Laminating, sheet, per foot	.40	
University General Bulletin		
New and transfer students	N/C	
Visitor Information Center Fax service		
Transmitted message, per 5 pages, phone charges plus	+1.00	
Received message, per 5 pages	1.00	
Word processing, per hour, without operator		
Minimum	2.00	
Maximum	10.00	

Modern & Classical Languages	FY 2011 & FY 2012	Chart Field
Conversion of foreign video tapes to US format	25.00 + blank tape	1700-13295

Music Department	FY 2011 & FY 2012	Chart Field
Recording and program production fee	50.00	1700-13460
Sponsored concerts, ticket sales		
Adults	8.00	1700-13530
High school students and senior citizens	6.00	
UW students	N/C	

Planetarium	FY 2011 & FY 2012	Chart Field
Ticket prices		
Students and seniors	2.00	
Adults	3.00	
Children (under 5)	NO COST	
Groups (i.e., classes, boy scouts)	30.00	

Plant Sciences

Plant Sciences	FY 2011 & FY 2012	Chart Field
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Plant Sciences	FY 2011 & FY 2012	Chart Field
Greenhouse Complex		
Glasshouse section – College of Ag users	550-825.00	
All other users	1,058-1,333	
Field Space – irrigated per sq ft	.10	
Field Space – dryland per sq ft	.07	
Headhouse	100-200.00	
Testing		
Cereal and misc crops (depending on species and data collected)	50-500.00	
Forage tests, per entry, per location	200.00	1700-13271
Plant problem diagnosis, per sample	10.00	
Sugar Beets, depending on number of locations and data collected	250-700.00	
Turf problem diagnosis, per sample	15.00	

Recreation Facility Rental Fees	FY 2011 & FY 2012	Chart Field
Half Acre (outside groups, exclusive use)		1700-13363
Pool, per hour	40.00	
Main Gym, per court, per hour	15.00	
Exercise Room, per hour	15.00	
Climbing Wall, per hour	40.00	
Weight Room, per hour	75.00	
Racquetball Courts, per court, per hour	15.00	
Corbett Building		1700-13363
Pool, per hour	60.00	
Gym, per court, per hour	15.00	

Recreation Field Rental Fee	FY 2011 & FY 2012	Chart Field
<p>Classifications:</p> <p>Classification I: qualifying groups and activities include UW student Groups and organizations. Non-profit organizations and Wyoming state agencies sponsored by a recognized student organization or UW department, with participants primarily students, faculty and staff qualify under this category.</p> <p>Classification II: qualifying groups and activities include University departments, recognized student clubs and organizations co-sponsoring events with commercial entities or EVENTS WHERE ADMISSION OR FEES ARE CHARGED. Non-profit organizations and Wyoming state agencies, not primarily involving students, faculty and staff and state, regional or national competitions qualify under this category.</p> <p>Classification III: Commercial off-campus groups.</p>		
Classification I: Free, pending availability	FREE	1700-13363
Classification II: Recreation Field Rental, per field, per hour (2 hour minimum rental)	50.00	
Classification III: Recreation Field Rental, per field, per hour (2 hour minimum rental)	100.00	

Renewable Resources

Renewable Resources Insect Identification	FY 2011 & FY 2012	Chart Field
Identification and management options, per specimen	10.00	1700-13270
Identification and management options, human health pests, per specimen	30.00	

Renewable Resources - Plant Tissue	FY 2011 & FY 2012	Chart Field
RR Departments		
Tissue grinding (up to 50 g)	4.00	
Nitric Acid digest	4.00	
NH-Nitric Acid digest	8.00	
MgNO ₃ digest	6.00	
Dry Ash	4.00	
Elemental analysis of digest or Ash/per element by ICP	4.00	
Elemental analysis S, Hg, As, Se by ICP	4.00	
Total N	10.00	
Other UW departments		
Tissue grinding (up to 50 g)	8.00	
Nitric Acid digest	8.00	
NF-Nitric Acid digest	16.00	
MgNO ₃ digest	12.00	
Dry Ash	8.00	
Elemental analysis of digest or Ash/per element by ICP	9.00	
Elemental analysis S, Hg, As, Se by ICP	8.00	
Total N	20.00	

Renewable Resources Light Stable Isotope Facility	FY 2011 & FY 2012	Chart Field
<p>The analyses provided by the Stable Isotope facility will allow faculty and students to measure rangeland productivity, water sources used by plants, vegetation consumed by insects, and past climates of Wyoming and the region. "External" indicates fees charged to the private sector, "On Campus" indicates other UW departments. Please refer to our website at: http://uwacadweb.uwyo.edu/SIF/ .</p>		
Pure gas H ₂ , δ ² H, dual inlet	10.00	
EA-IRMS organic, δ ¹³ C, continuous flow	7.50	
EA-IRMS organic, δ ¹⁵ N, continuous flow	7.50	
EA-IRMS organic, δ ¹³ C + δ ¹⁵ N, continuous flow	8.50	
EA-IRMS organic, δ ¹³ C + elemental C&N%	8.50	
EA-IRMS organic, δ ¹⁵ N + elemental C&N%	8.50	
EA-IRMS organic, δ ¹³ C + δ ¹⁵ N+elemental C&N%	10.50	
Elemental (C&N%, high precision)	6.00	
Hydrogen isotopes of water, δ ² H, zinc reduction, dual inlet	12.00	
CO ₂ gas, δ ¹³ C, continuous flow	7.00	
CO ₂ gas, δ ¹³ C + δ ¹⁸ O, continuous flow	7.50	
Water, δ ¹⁸ O, continuous flow	8.00	
Carbon isotopes of D.I.C., δ ¹³ C, continuous flow	9.00	
Carbonates, δ ¹³ C, continuous flow	8.50	
Carbonates, δ ¹³ C + δ ¹⁸ O, continuous flow	9.00	
TC/EA-IRMS, δ ¹⁸ O, continuous flow	11.50	
TC/EA-IRMS, δ ² H, continuous flow	11.50	
Client load discount per sample	1.00	
Water extraction Line charge per sample	2.00	
Grinding charge per sample	1.00	
Enriched samples surcharge per sample	5.50	
Filter sample surcharge	2.00	

Renewable Resources - Soil Testing	FY 2011 & FY 2012	Chart Field
Standard soil tests for fertility Standard fertility AB-DTPA K AB-DTPA Fe AB-DTPA Zn Nitrate on subsoil	20.00 4.00 4.00 4.00 4.00	1700-13465
Special Soil tests, RR departments AB-DTPA, Mn, Cu, Pb, Cd, Ni, Mo, or B by ICP AB-DTPA Se or As by Hydride Available phosphate only B by Hot water Bulk density Calcium Carbonate equivalent CDC Standard (ammon acet - Na acet) CDC (Rhoades method) Coarse fragments Extractable cations – Mg, Ca, Na, K	5.00 10.00 4.00 12.25 10.00 5.00 13.00 21.00 5.00 22.00	1700-13465
Special Soil tests, RR departments Gypsum requirement Gypsum KCl extractable Nh4N KCl extractable NO3N+NO2N Mechanical analysis – pipette Nitrate only Organic matter only P by MgNO3 digest Pressure Plate, any lower, if fewer than 4 samples per plate Pressure plate analysis - 15 bar Pressure plate, any lower bar	11.00 7.50 7.50 7.50 25.00 3.50 9.00 11.00 25.00 12.00 8.00	1700-13465
Special Soil tests, RR departments S or B by saturation extract S by MgNO3 digest Soluble cations (Mg, Ca, Na, K) Total N	6.00 11.00 16.00 7.50	1700-13465
Special Soil tests, Other UW departments AB-DTPA Mn, Cu, Pb, Cd, Ni, Mo, or B by ICP AB-DTPA Se or As by Hydride Available phosphate only B by hot water Bulk density Calcium Carbonate equivalent CEC standard (ammon acet - Na acet) CEC (Rhoades method) Coarse fragments Extractable cations – Mg, Ca, Na, K	10.00 20.00 8.00 24.50 20.00 10.00 26.00 42.50 10.00 44.00	1700-13465
Special Soil tests, other UW departments Gypsum requirement Gypsum KCl extractable NH4N KCl extractable NO3N+NO2N	23.00 16.00 15.00 15.00	1700-13465

Renewable Resources - Soil Testing	FY 2011 & FY 2012	Chart Field
Mechanical analysis – pipette	50.00	
Nitrate only	3.50	
Organic matter only	15.00	
P by MgNO3 digest	22.00	
Pressure plate analysis - 15 bar	24.00	
Pressure Plate, any lower	16.00	
Pressure Plate, any lower, if fewer than 4 samples per plate	50.00	
Special Soil tests, other UW departments		1700-13465
S or B by saturation extract	12.00	
S by MgNO3 digest	22.00	
Soluble cations (Mg, Ca, Na, K)	32.00	
Total N	20.00	

Renewable Resources Solution Analysis	FY 2011 & FY 2012	Chart Field
RR departments		
Water dilute extracted solution by ICP	3.50	
S, Hg, As, Se by ICP	4.00	
NO3N-NO2N	4.00	
Ammonia wet chemistry	4.00	
PO4P	4.00	
Other UW departments		
Water dilute extracted solution by ICP	7.00	
S, Hg, As, Se by ICP	8.00	
NO3N-NO2N	8.00	
Ammonia wet chemistry	8.00	
PO4P	8.00	

Research Support, Division of	FY 2011 & FY 2012	Chart Field
Services		
Arts and Sciences units	\$25/hr.+ mat.	1700-13136
Other University units	\$35/hr.+ mat.	
Other State agencies	\$60/hr.+ mat.	
Chemical Stockroom		
All units	Cost + 20%	1800-13572

School of Nursing, Nursing Center	FY 2011 & FY 2012	Chart Field
Clinic Services		
Cholesterol Screen	10.00	
Dipstick urinalysis	5.00	
Hematocrit	5.00	
History, physical exam, developmental screening, max	35.00	
Pap smear	15.00	
Rubella, Rubeola screen - direct cost plus fee of 5.00	+5.00	
TB skin test	5.00	

School of Nursing, Nursing Center	FY 2011 & FY 2012	Chart Field
Wet prep	4.00	
Lead Screens	5.00	
Quick Strip	8.00	
Vision/Scoliosis Screening, school-aged children		
One-half day	65.00	
One day	125.00	
Education/Consultation, per hour	35.00	
Parenting classes (7 2-hour sessions) per series	80.00	1700-13253
Early periodic screening/development testing (EPSDT) *listed under Clinic Services* (Medicaid eligible children - sliding scale available)		
Nursing intervention (sliding fee scale) maximum	35.00	
Biofeedback (insurance billing, if covered)	15.00-30.00	
Therapeutic massage by massage therapist or R.N. (sliding fee scale)	15.00-35.00	
American Heart Assoc Slim for Life (sliding fee scale)	30.00-50.00	

Shipping & Receiving	FY 2011 & FY 2012	Chart Field
Package handling fee	15% not to exceed \$50	1800-13591

Student Publications	FY 2011 & FY 2012	Chart Field
Branding Iron		1401-12693
Display Advertising – per column inch		
National	11.10	
Local	8.05	
Campus	7.15	
Recognized Student Organization/Students	5.90	
Frontiers		1401-12694
Display Advertising		
Full page – color	385.00	
Half page – color	250.00	
Quarter page – color	170.00	
Owen Wister Review		1401-12695
Display Advertising		
Full page	125.00	
Half page	75.00	
Color rate charges vary depending on publication specifications		

Theater Productions	FY 2011 & FY 2012	Chart Field
Regular events		1700-13435
Adults	14.00	
Children (5-12, under 5 not admitted)	7.00	
Seniors (over 60)	11.00	
Special events, Musical & Ballet		1700-13435
Adults	15-18	
Children (5-12, under 5 not admitted)	8-9	
UW students (with UW ID)	8-9	
Seniors (over 60)	12-13	
Season Pass, Adult	78-86	1600-13058
Season Pass, Senior	60-72	
Ticket Handling Fee, per order	3.00	

Transportation Aircraft	FY 2011 & FY 2012	Chart Field
Use of University's transportation aircraft – N200UW Per billable nautical mile (bnm) plus actual pilot expenses and aircraft fuel surcharge based on current prices. Surcharge is charged to users when cost exceeds the base of \$1.50/bnm, surcharge is re-evaluated on a monthly basis.	4.54/bnm	1700-16743

University Photo Service	FY 2011 & FY 2012	Chart Field
Use of UW Photo Service for official purposes by university academic and administrative units is free of charge, with the following exceptions.		
Prints		1800-13583
2x3"	1.00	
4x6" or 5x7"	1.50	
8x10" or 8x12"	2.50	
11x14"	5.00	
16x20"	8.50	
CD	.50	
DVD	1.00	
Payment by IDR is required for prints, delivery of images on CD, and photo shoots requiring travel off the UW-Laramie campus.		
Unofficial or personal use		
Recognized student organizations (RSOs), students, as well as UW employees requesting Photo Service for non-official purposes will pay the product charges listed above and all labor costs associated with photography and digital processing, including travel charges for photo shoots off the Laramie campus. Photo Service charges \$35 per hour during university business hours and \$50 per hour at all other times.		
Additional charges:		1800-13583
Digital proof sheets	5.00	
High-resolution images	10.00	
Each additional image	7.50	

UW Family Medicine Residency Program at Casper	FY 2011 & FY 2012	Chart Field
Rental of Auditorium Monday through Friday 8AM – 8PM Audio Visual Equipment (if needed) Saturday and Sunday 8AM – 5PM Audio Visual Equipment (if needed) Rental of Conference Room and Classrooms Monday through Friday 8AM – 5PM (no Audio Visual Equipment Available)	53.00/day 26.00/day 80.00/day 26.00/day 26.00/day	1700-13539

UW National Park Service	FY 2011 & FY 2012	Chart Field
Research Center Living Facilities Restricted to investigators whose research is based at the Research Center, and to their associates, assistants and immediate families Per day room charge & first person Per day each additional person Unit cleaning and repair fee	25.00 7.00 COST	1700-13175
Boat Use Research purposes only - depending upon amount of special research equipment required Canoe, rowboat, rubber raft, per day Outboard motor boat, less than 20 hp, per day Monarch 19' research boat, per hour	20.00/day 25.00/hour 40.00/hour	1700-13175
Facility Use Meeting rooms, one to three rooms, university Others – depends upon room size, university affiliation, educational, research or governmental unit	N/C 50-200.00	1700-13175

Wyoming Geographic Information Science Center (WYGISC)	FY 2011 & FY 2012	Chart Field
Geospatial Training Lab Use Fee Off Campus (per day) with Systems Admin. Support On Campus (per day) with Systems Admin. Support Mobile Lab, 13 computer (including staff support) per day Additional System Admin. Support	450.00 350.00 400.00 30.00/hr.	
GPS Units (on campus rates) ProXRS Per day Per week Per month GEO Explorer 3 Per day Per week Per month Geo XT Per day Per week Per month	40.00 160.00 480.00 20.00 80.00 240.00 25.00 100.00 300.00	
Data CD duplication Plotting: Large format plotters, per sq foot Campus Non-campus Color Copies 8-1/2 x 11 11 x 17 ESRI Hardware Keys, each	20.00 2.50 12.00 1.00 1.50 40.00	

Wyoming Institute for Disabilities/UCEDD	FY 2011 & FY 2012	Chart Field
Educational, developmental, or functional assessments for persons with disabilities. Per staff hour	25.00-100.00	4231-11803 VARSPN46434
Printed materials to increase community access for individuals with disabilities Production costs for materials Professional services for developing printed and/or electronic material	cost plus 20% up to \$100 per hour	4231-11803 VARSPN46434
Training Technical Assistance and evaluation Services for organizations and individuals supporting persons with disabilities. Travel expenses will be billed in accordance with University travel regulations. Per faculty/staff hour	30.00-100.00	4231-11803 VARSPN46434
Targeted directories, per faculty/staff hour	40.00	4231-11803 VARSPN46434
Targeted mailing label, per faculty/staff hour	25.00-60.00	4231-11803 VARSPN46434

Wyoming Institute for Disabilities/UCEDD	FY 2011 & FY 2012	Chart Field
Technical assistance or production of alternative formatted accessible materials, per faculty hour	50.00-100.00	4261-11803 VARSPN6612
Web Services Specialized web sites or Specialized databases, per faculty/staff hour	25.00-150.00	4231-11803 VARSPN46434
Parent management training for children's behavior problems	80.00-120.00	4231-11803 VARSPN46434
Social skills training for peer relationship problems	80.00-120.00	4231-11803 VARSPN46434

Wyoming State Veterinary Laboratory

Wyoming State Veterinary Laboratory fee policy is as follows:

1. The person requesting services will be the person billed and will receive all reports (NO EXCEPTIONS).
2. Fees for diagnostic tests performed for non-farm industry (e.g. pharmaceutical companies) and research grants will be assessed an additional 20%. This added fee does not apply to other, cooperating agencies and diagnostic laboratories where mutually beneficial collaborations have been arranged. The additional fee also does not apply to the Cervid hybrid testing program.
3. **The maximum fee applies to single animal clinical diagnostic submissions and includes all tests performed in-house. The maximum fee does not apply to referred tests or testing assessed an hourly fee, i.e. legal and insurance cases. The Laboratory will phone the submitter if hourly fees may apply. THE MAXIMUM FEES DO NOT APPLY TO CASES SUBMITTED BY GOVERNMENTAL AGENCIES OUTSIDE THE STATE OF WYOMING.** Additional animals related to the same submission may be accepted for an additional \$60.00 each at the discretion of the WSVL. **The maximum fee for additional submissions applies to each additional animal submitted at the same time and from the same owner as part of the same problem. Not all testing may be done on each animal at the discretion of WSVL. DOES NOT INCLUDE AGENCIES OF THE FEDERAL GOVERNMENT OR STATE AGENCIES OUTSIDE OF WYOMING**
4. Professional services rendered for forensic, insurance, and other legal claims will be charged at the rate of \$150 per hour in addition to other laboratory charges. These services include consultation, telephone calls, site visits, document preparation, and legal testimony.
5. Services will not be offered to clients with accounts that are greater than 90 days past due.
6. Income from fees supports almost 40% of this laboratory's budget and helps to cover case reporting, telephone charges, and return shipping of packaging material in addition to the service provided.
7. Tissues for histopathology must be fixed to reduce autolysis.
8. Individual fees may change in the interim as a result of drastic changes in prices for reagents and/or diagnostic kits.
9. Accessions submitted to the WSVL, including carcasses, tissues and agents isolated from samples, become the property of the WSVL unless other arrangements are made in writing at the time of submission or if a memorandum of understanding exists between the Laboratory and the State or other entity.
10. Custom test development is available; please call for details.
11. Laboratory results are joint property of the WSVL and the person (or institution) that paid for the test(s). They will not be shared with third parties except in the following circumstances:
 - o There is a legal requirement to do so.
 - o Laboratory testing results in a reportable disease

- o It is in the interests of animal or human health to do so. This will be decided on a case-by-case basis by the laboratory director or, in her/his absence, by the acting director or by the faculty member in whose section that test was run.

The laboratory will periodically release summary data of disease patterns, and share them with the Wyoming Livestock Board, Wyoming Department of health, and clients through newsletters, press releases and annual reports.

Wyoming State Veterinary Laboratory (WSVL)	FY 2011 & FY 2012	Chart Field
Maximum fee (one animal excluding referred tests and tests assessed an hourly fee – see policy) each additional related animal	\$150.00 \$60.00	1700-13439
Referral Fee for those tests not run by WSVL No Referral Fee for those tests offered by WSVL but referred because of unforeseen difficulties, or for specimens delivered to Wyoming State Chemical Lab P UPS regular shipment Overnight (FedEx or UPS)	10.00 Actual Price (\$25-40 for most)	1700-13439
<p style="text-align: center;">Bacteriology</p> Aerobic Anaerobic Mycoplasma Culture [food animal] Antibiotic Sensitivity (food animal) Antibiotic Sensitivity (small animal and horses) FA exam for Clostridia (4 species) Clark’s Media for Campylobacter (includes culture) Dermatophyte culture Mycology-direct exam for Fungi (culture referred) Tularemia assay Yersinia pestis (plague) assay	12.00 15.00 15.00 8.00 10.00 12.00 12.00 6.00 6.00 6.00	1700-13439
<p style="text-align: center;">Bacteriology PCR</p> Clostridium perfringens to toxins E. coli Johne’s disease (feces) Mycoplasma Ureaplasma Plague Tularemia Potomac Horse Fever (feces, blood) All other nested PCR tests All other bacteriology PCR tests	25.00 25.00 35.00 25.00 25.00 25.00 25.00 35.00 35.00 inquire	
<p style="text-align: center;">Pathology - Necropsy</p> Necropsy (except horses and food animal fetuses) (includes disposal for animals weighing < 500 lbs) Necropsy (horses) < 100lb 100lb – 500lb > 500lb Necropsy – food animal fetuses Incineration for animals > 500 lbs	35.00 35.00 60.00 80.00 30.00 20.00	

Wyoming State Veterinary Laboratory (WSVL)	FY 2011 & FY 2012	Chart Field
Fetal Necropsy sample mailers Spinal cord removal Histopathology Surgical pathology (biopsies), 1-3 slides; \$3.00 for each additional slide over 3. Each biopsy representing a separate entity will be assessed an additional charge of \$5.00/mass (maximum charge per animal \$60.00) Necropsy tissues, 1-10 slides; \$3.00 for each additional slide over 10 (maximum charge per animal \$75.00) Research slides Special stains (cost per stain) Referral slide Cytology (per slide) Cremation for disposal only; small animals only - (<100lb no ashes returned) Disposal of large carcass - >100lb Immunocytochemistry (per antigen) Except CWD BVDV IHC in-state (sets of 6 samples) BVDV IHC out-of -state (sets of 6 samples) CWD testing on obex or lymph node (per slide) Mare endometrium (per mare)	7.00 50.00 35.00 40.00 3.00 8.00 12.00 35.00 20.00 1.00/lb 20.00 26.00 31.00 25.00 35.00	
Clinical Pathology Serum Chemistries Small Animal Profile (12 chemistries) Small Animal Profile (12 chemistries, > 6) Large Animal Profile (12 chemistries) Large Animal Profile (12 chemistries, > 6) Individual chemistries, first sample; each Individual chemistries, 6+ samples, each Electrolytes (Na, K, Cl) Calcium/magnesium (aqueous or CSF) Hematology (CBC + differential) Hematology (CBC + differential, >6) Urinalysis Endocrinology Basal T4 Basal T4 (> 6) Basal T4 and T3 combined Equine Pregnancy (PMSG) Other endocrine tests	26.00 22.00 26.00 22.00 7.00 5.00 6.00 14.00 12.00 10.00 6.00 \$12.00 10.00 R 16.00 R	1700-13439

Wyoming State Veterinary Lab (WSVL)	FY 2011 & FY 2012	Chart Field
Electron Microscopy E.M. negative contrast scan for viruses, per fecal or tissue E.M. negative contrast (out of state; feces/tissues submitted) E.M. negative contrast (out of state; grids submitted)	20.00 50.00 25.00	1700-13439

Wyoming State Veterinary Lab (WSVL)	FY 2011 & FY 2012	Chart Field
Parasitology		1700-13439
Fecal Flotation	8.00	
Trichomoniasis culture (first sample)	8.00	
Trichomoniasis culture (3+ samples, each)	6.00	
Tritrichomonas PCR	30.00	
Tritrichomonas PCR (bulk > 10 samples)	25.00	
Special stain for Cryptosporidia	7.00	
Heartworm (ELISA for antigen)	9.00	
Heartworm (microfilaria exam)	8.00	
Giardia (ELISA)	35.00	
Neospora caninum FA	8.00	
Other (ID for parasites)	6.00	
MPA water filter analysis	160.00	
Public Health Service		
Rabies	0.00	
Disposal of skunk carcasses	35.00	
Plague/tularemia serologies (each)	6.00	

WSVL	FY 2011 & FY 2012	Chart Field
Regulatory Serology		1700-13439
Anaplasmosis (ELISA)	7.00	
Bluetongue (ELISA)	7.00	
Bovine Leukosis (ELISA) - referred	7.00	
Brucella Abortus – no charge state subsidized	0.00	
Brucella ovis	7.00	
Brucella ovis (> 10 from same owner)	5.00	
Brucella Canis	10.00	
EIA (AGID; Coggins)	7.00	
EIA (AGID;Coggins >10 from same owner)	5.00	
EIA (AGID) fax charge per page	1.00	
EIA (ELISA) 10 samples	9.00	
EIA (ELISA) >from same owner	8.00	
EHD 5 or fewer samples (each)	6.00	
EHD > 5 samples (each)	5.00	
Diagnostic Serology		1700-13439
BRSV (SN) **	6.00	
BRSV (SN) > 3 samples	5.00	
BVD ELISA – see Virology		
BVD (SN) type I and II (per type) **	5.00	
Canine Distemper (SN)	10.00	
Canine Distemper (SN) > 5 samples	6.00	
Canine RF (latex agglutination)	R	
M. Paratuberculosis (Johne's, AGID)	8.00	
MIP/PMAG mare pregnancy	16.00	
OPP/CAE (AGID)		
5 or fewer samples	6.00	
> 5 samples	5.00	
P13 (SN)	6.00	

WSVL	FY 2011 & FY 2012	Chart Field
Fluoride (bone) Glutathione (GSH) peroxidase, < 6 samples Glutathione (6 or more samples, each) Herbicides- call for availability Ionophore screen (feedstuffs) Iron (liver, kidney, serum) see element screens Lead (blood, liver, kidney) Larkspur (Delphinium) alkaloids (rumen contents) Mercury (blood, liver, kidney) see element screens Molybdenum (blood, liver, kidney) see element screens Mycotoxins screens (feedstuffs)	R 35.00 call R 40.00 call 22.00 30.00 call call R	1700-13439
Na Monofluoroacetate (1080; stomach contents, kidney) Nickel (liver, kidney) see element screens Nicotine (stomach contents, urine) see alkaloid screen Nitrate -Aqueous Humor (semiquantitative) -Feed Stuff (quantitative analysis) Organophosphates insecticide screen Paraquat (lung, kidney, urine) Petroleum Hydrocarbons (stomach contents) Phosphorous (feedstuffs) Potassium (included in salt screen)	R call call 8.00 R 65.00 55.00 55.00 R See salt screen	1700-13439
Pyrethroids (limited screen) Rumen Content – toxic plant identification Salt screen (Na, K, Ca, Mg) Selenium (blood, liver) < 6 samples (each) 6 or more samples (each) Sodium (brain, CSF, feedstuffs) see salt screen Sodium fluoroacetate (“1080”) Strychnine (stomach contents, urine) in alkaloid screen Sulfate (water, feedstuffs) Semi-quantitative Quantitative Thallium (liver, kidney) see element screens Tin (liver, kidney) see element screens	R R 22.00 22.00 15.00 20.00 R call 8.00 R call call	1700-13439
Toxic element screen (liver, kidney, environmental) (As, Ba, Cd, Co, Cr, Cu, Fe, Mn Mo, Ni, Pb, Se, Ti, V, Zn), < 6 samples 6 or more samples / sample Trace element screen (liver) (Cr, Cu, Fe, Mn, Mo, Zn) < 6 samples 6 or more samples / sample Trace element screen (serum) (Cu, Fe, Mn, Mo, Zn) < 6 samples 6 or more samples	 55.00 35.00 40.00 25.00 25.00 15.00	

WSVL	FY 2011 & FY 2012	Chart Field
Urea (feedstuffs)	R	1700-13439
Vanadium (liver, kidney) see element screens	call	
Vitamin A (serum)	22.00	
Vitamin A (liver)	27.00	
Vitamin E (serum)	22.00	
Vitamin E (liver)	27.00	
Vitamin A & E Tissue (liver)	35.00	
Serum (< 6 samples)	25.00	
Serum (6 or more samples)	15.00	
Zinc (liver, serum) see element screens	call	
Zinc Phosphide	40.00	
pH determination	7.00	
R=REFERRED TO OUT-OF-STATE LAB		

WSVL	FY 2011 & FY 2012	Chart Field
Virology		
Virology PCR		
BRSV	30.00	
BVDV (no typing)	30.00	
BVDV (with typing: 1a, 1b, 2)	56.00	
CDV (canine distemper) inquire	30.00	
Canine parvovirus	30.00	
Chlamydia	30.00	
Equine herpesvirus 1 (EHV-1)	30.00	
Equine herpesvirus 4 (EHV-4)	30.00	
Feline calicivirus	30.00	
Feline panleukopenia	30.00	
Influenza A (avian, canine, equine, porcine)	30.00	
Malignant catarrhal fever (OvHV-2)	30.00	
Porcine circovirus 2 (PCR-2)	30.00	
West Nile Virus PCR (avian/equine)	30.00	
Other virology PCR	inquire	
BVD Blood ELISA, for viral antigen	5.00	1700-13439
BVD PBS ELISA	4.00	
BVD PBS ELISA (tube supplied)	5.00	
FA examination (each)	8.00	
Virus isolation (includes FA on culture)	25.00	
Chlamydia Isolation (includes FA on culture)	25.00	
PBS tube (includes shipping)	1.00	