



UNIVERSITY OF WYOMING  
VICE PRESIDENT FOR ADMINISTRATION

Fee Book

July 1, 2009 – June 30, 2010

05/12/2009

University of Wyoming  
The Fee Book  
July 1, 2009 - June 30, 2010

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## **I. THE BOARD OF TRUSTEES POLICY**

The policies outlined in this document apply to the 2009-2010 fiscal year. All prior approvals of fees, charges, and deposits are repealed effective July 1, 2009 except as to rights or obligations previously acquired or incurred there under.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 (52<sup>nd</sup>) 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.

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### **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.

### **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 2009-2010 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: \$83.45 is assessed for support of operations, replacement of equipment for the Wyoming Union and \$35.25 is assessed for planning, renovation and construction, and 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 \$99.00/semester 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.

Mandatory Fees, Academic Year, Full-time Students per semester	FY 2010	Chart Field																		
<b>Full-time students</b>																				
Wyoming Union Operations Planning/renovation/construction Series 1999 Bond Issue funding	118.70	83.45/1304-12556 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.	91.53																			
<table border="1"> <thead> <tr> <th>Student Services Detail</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>ASUW</td> <td>\$ 51.35</td> </tr> <tr> <td>Student Media</td> <td>\$ 14.90</td> </tr> <tr> <td>Recycling</td> <td>\$ 8.00</td> </tr> <tr> <td>Wellness</td> <td>\$5.78</td> </tr> <tr> <td>AWARE</td> <td>\$ 4.00</td> </tr> <tr> <td>Music/Theatre</td> <td>\$5.00</td> </tr> <tr> <td>Student Leadership &amp; Civic Engagement (SLCE)</td> <td>\$ 2.50</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 91.53</b></td> </tr> </tbody> </table>	Student Services Detail	Amount	ASUW	\$ 51.35	Student Media	\$ 14.90	Recycling	\$ 8.00	Wellness	\$5.78	AWARE	\$ 4.00	Music/Theatre	\$5.00	Student Leadership & Civic Engagement (SLCE)	\$ 2.50	<b>Total</b>	<b>\$ 91.53</b>		
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<b>Total</b>	<b>\$ 91.53</b>																			
Student Health Service	99.00	1001-10023																		
Intercollegiate Athletics	65.00	64.00/1001-10073 1.00/1700 13168																		
Recreation Programs	59.00	1700-13362																		
Transit Fee	20.00	1318-17345																		
<b>Total for Full-time students</b>	<b>453.23</b>																			
<b>Total for Part-time students</b>																				
<ul style="list-style-type: none"> <li>• <b>Students taking 1-3 credit hours (fee per credit hour) plus flat rate fee of \$20.00 for Transit</b> (Union Fee \$17.00 plus Student Services Fee \$13.00)</li> <li>• <b>Students taking 4 or more credit hours (flat rate fee)</b> (Union Fee \$118.70, Student Services Fee \$91.53 plus Transit Fee \$20.00)</li> </ul> Part-time students can also purchase the optional fee package	30.00 per hour 20.00  230.23	1318-17345																		

**Tuition Table**

Tuition Fall and Spring Semesters FY 2010 Per credit hour	Resident FY2010	Non-Resident FY2010
Undergraduate students	94.00	358.00
Graduate students	183.00	523.00
Law students	302.00	675.00
Pharmacy students	275.00	615.00

Wind Energy Optional Student Fund	FY 2010	Chart Field
Optional Wind Energy fee www.uwo.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 2010	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.

<b>Optional Student Fee Package, per semester</b>	<b>FY 2010</b>	<b>Chart Field</b>
Student Health Service	99.00	1001-10023
Intercollegiate Athletics	65.00	64.00/1001-10073 1.00/1700 13168
Recreation Programs	59.00	1700-13362
<b>Total Fee, per semester</b>	<b>223.00</b>	

## Refunds and/or Cancellations of Tuition and Fees

### Refund Policy

The refund policy of the Trustees for the 2009-2010 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. non resident 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 2009-2010 – 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%
<b>Academic Year 2009-2010 – 8 Week Courses</b>	
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 2009-2010 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 2009 through summer semester 2010.

#### 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 2010 per credit hour	Outreach Tuition	Outreach Delivery Fee*
<b>Video conference, Audio conference, and On-site Courses</b>		
Undergraduate	94.00	15.00
Graduate	183.00	15.00
<b>Online Courses</b>		
Undergraduate	94.00	40.00
Graduate	183.00	40.00
Extension fee for students taking an incomplete Per credit hour		40.00
<b>Hybrid Courses</b>		
Undergraduate	94.00	15.00
Graduate	183.00	15.00
Online Delivery Fee, per course		40.00



<b>Outreach Credit Programs Courses FY 2010 per credit hour</b>	<b>Outreach Tuition</b>	<b>Outreach Delivery Fee*</b>
<b>Entrepreneurial Programs</b>		
Business for Engineers Certificate Program, per course	600.00	
Executive Online MBA Program per credit	550.00	
Online Delivery Fee, per credit		40.00
Land Surveying Certificate Program, per credit	225.00	
Students in Utah contract, Ph.D. Adult Education (cap)	225.00	
Accelerated Nursing SBA Program, per credit	402.00	
Accelerated Nursing SBA Program- Online Classes, per credit	402.00	
Online Delivery Fee, per credit		40.00
Dental Hygiene contract with Sheridan College		
Resident, per semester	1850.00	250.00
Special Resident, per semester	2775.00	250.00
Non-resident, per semester	5950.00	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.		
<b>Residency in Teaching</b>		
Resident		
Undergraduate, per credit	94.00	
Graduate, per credit	183.00	
Non-Resident		
Undergraduate, per credit	358.00	
Graduate, per credit	523.00	
Distance Delivery fee for Elementary Education program, one time per semester (fall & spring only)	400.00	1700-16417 (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).

<b>Correspondence Study Courses FY 2010</b>	<b>Outreach Tuition</b>	<b>Outreach Delivery Fee</b>	<b>Chart Field</b>
Course tuition, per credit hour	94.00		1001-10025
Delivery fee, per credit hour		15.00	1700-13077
Non-credit course tuition, per course	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 2010 per credit hour	Outreach Tuition	Outreach Delivery Fee
<b>University of Wyoming/Casper College Center Programs</b>		
Undergraduate	94.00	15.00
Graduate	183.00	15.00
Hybrid course delivery fee		40.00

## Summer Session - Course, Tuition and Mandatory Fees

### Tuition, Summer 2010

The tuition policy of the Trustees for the 2010 Summer Session is as follows:

- 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.
- Tuition is payable prior to the first day of scheduled classes. An 18% APR interest rate will be charged on past-due balances.
- 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.
- 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.
- Student classification for fee purposes (and reduced tuition rates) is addressed in Trustee Regulation VIII C.

Tuition, Summer, 2010	Resident	Non-Resident	Outreach
Undergraduate students	94.00	358.00	94.00
Graduate students	183.00	523.00	183.00
Law students	302.00	675.00	
Pharmacy students	275.00	615.00	
Entrepreneurial programs			See above

### Mandatory Fees, Summer 2010

Mandatory fees assessed during the 2010 Summer Session 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 2010 Summer Session. 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):

- Student Health Service:** Students enrolled in summer school are assessed a mandatory student fee, which is \$74.25 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 \$12.40 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, renovation and construction 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.

<b>Mandatory Fees, Summer, 2010, Laramie Campus enrollment</b>	<b>FY 2010</b>	<b>Chart Field</b>																
Student Health Services (assessed all students)	74.25	1100-10024																
Recreation Programs (assessed all students)	44.00	1700-16202																
Wyoming Union (per credit hour to a maximum of \$118.70)	15.50																	
Operations		12.40/1304-12556																
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 \$91.53)	9.24																	
<table border="1"> <thead> <tr> <th><b>Summer Student Services Fee Detail</b></th> <th><b>Amount</b></th> </tr> </thead> <tbody> <tr> <td>ASUW</td> <td>\$ 4.37</td> </tr> <tr> <td>Student Media</td> <td>\$1.07</td> </tr> <tr> <td>Recycling</td> <td>\$0.17</td> </tr> <tr> <td>Wellness</td> <td>\$0.48</td> </tr> <tr> <td>AWARE</td> <td>\$0.18</td> </tr> <tr> <td>Theatre</td> <td>\$2.97</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 9.24</b></td> </tr> </tbody> </table>			<b>Summer Student Services Fee Detail</b>	<b>Amount</b>	ASUW	\$ 4.37	Student Media	\$1.07	Recycling	\$0.17	Wellness	\$0.48	AWARE	\$0.18	Theatre	\$2.97	<b>Total</b>	<b>\$ 9.24</b>
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For students enrolled only in courses delivered by the Outreach School credit programs:

<b>Outreach School Credit Programs Courses</b>	<b>OCP</b>	<b>UW/CC</b>
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	

<b>Outreach School Credit Programs Courses</b>	<b>OCP</b>	<b>UW/CC</b>
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**

- During the Winter Break, courses will be delivered through the Outreach School.
- 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.
- Additional expenses to cover travel and other expenses will vary by course and will be assessed.
- 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.

<b>Outreach School Credit Course Registration Fee</b>	<b>FY 2010</b>	<b>Chart Field</b>
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.

<b>Compressed video, audio, hybrid and on-site classes – Academic Year 2009-2010</b>	
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>	

<b>Online courses – Academic Year 2009-2010</b>	
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%

<b>Correspondence Study courses – Academic Year 2009-2010</b>	
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.

<b>16 Week courses – Academic Year 2009-2010</b>	
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%

<b>8 Week courses – Academic Year 2009-2010</b>	
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 2010**

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 <sup>nd</sup> day	3 <sup>rd</sup> day	4+ days

Examples of these calculations are available in Accounts Receivable

**Outreach School Credit Programs – Miscellaneous Fees**

Outreach School Credit Programs - Miscellaneous	FY 2010	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
<b>Correspondence Study courses</b>		
*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

**Outreach School Non-Credit Programs – Course Tuition and Fees**

	<b>FY 2010</b>	<b>Chart Field</b>
<b>Center for Conferences and Continuing Education</b>		
<b>Non-credit enrollment in credit classes: per registrant</b>	150.00	1700-13498
<b>Conference coordination fees:</b> fees are charged either as a flat fee or a per person fee, depending on the needs of the customer, the location of the conference, and the services requested.		1700-13497
a. On a flat fee basis, per day, fees will range from: depending on the needs of the client, the conference location, and the services requested by the client.	500-2500	
b. On a per person fee basis, per day, fees will range from: depending on the needs of the client, the location of the conference, and the services requested by the client, with a minimum conference charge of \$500/day.	15-100	
c. Miscellaneous services: percentage of expenditures will be charge for special requests	4-40%	
d. Secure online registration charges: per registration	10-100	
e. Late Payment Fee	1.5%	
<b>Certificate programs:</b> per person, dependent upon market value of program	15- 5600	1700-13497
<b>Enrichment class fees:</b> (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	29-4500	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.	750-6000	1700-13090

**Outreach School – Technical Services**

**Outreach Technology Services (OTS)**

	<b>FY 2010</b>	<b>Chart Field</b>
<b>Television (UWTV)</b>		
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	
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	

<b>Television (UWTV)</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	
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		
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	

<b>UW Outreach Video Network (OVN)</b>	<b>FY 2010</b>	<b>Chart Field</b>
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)**

<b>Audio Teleconferencing Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
Academic/Instructional		1700-13531
Meet Me- per port, per hour	2.00	



<b>Audio Teleconferencing Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
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

<b>UW Casper College Center (UW/CC)</b>	<b>FY 2010</b>	<b>Chart Field</b>
Facility use fee – government/non-profit groups		1700-13383
Small room		
1 - 4 hours	10.00	
4 - 8 hours	20.00	
Medium room		
1 - 4 hours	15.00	
4 - 8 hours	30.00	
Large room		
1 - 4 hours	20.00	
4 - 8 hours	40.00	
Facility use fee – private industry/for profit groups		1700-13383
Small room		
1 - 4 hours	15.00	
4 - 8 hours	30.00	
Medium room		
1 - 4 hours	20.00	
4 - 8 hours	40.00	
Large room		
1 - 4 hours	30.00	
4 - 8 hours	60.00	
Charges for use above 8 hours in 1 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		

<b>Center for Conferences and Continuing Education (CCCE)</b>	<b>FY 2010</b>	<b>Chart Field</b>
<b>Beta House room rentals:</b>		1700-13498
a) Medicine Bow Room		
University groups (\$30 for 4 hours or less)	50.00	
All other groups (\$45 for 4 hours or less) (must have proof of insurance)	80.00	
b) All other rooms:		
University groups (\$25 for 4 hours or less)	35.00	
All other groups (\$30 for 4 hours or less) (must have proof of insurance)	50.00	

**Outreach School- Wyoming Public Media (WPM)**

<b>Wyoming Public Radio (WPR)</b>	<b>FY 2010</b>	<b>Chart Field</b>
Radio Production and Recording Production room, self-use, per hour (minimum of 1 hour charge)		1700-13074
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 Production room plus technical and telephone charges, per hour		1700-13074
Educational/Non-profit	50.00	
Commercial	75.00	
Dubbing charges (CD and file transfer only)		1700-13074
Educational/Non-profit		
CD, Audio File and transfer; each	5.00	
Service charge, per hour	10.00	
Commercial		
CD, Audio File and transfer; each	10.00	
Service charge, per hour	20.00	

### IV. Program and Special Course Fees

College of Agriculture	FY 2010	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		
<b>Family and Consumer Sciences</b>		
Internship placement and supervision		
4105 Internship Placement and supervision	20.00/cr hour	1100-15259
4129 Internship in Family and Community Services	20.00/cr hour	1100-15259
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	1100-15259
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	
<b>Renewable Resources</b>		
4350 Field Applications		
minimum	175.00	
maximum	225.00	

College of Arts & Sciences	FY 2010	Chart Field
Computing fee, per semester, full-time student	34.00	1001-16032
Computing fee, part-time student per credit hour		1100-16052
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

<b>College of Arts &amp; Sciences</b>	<b>FY 2010</b>	<b>Chart Field</b>
<b>Anthropology</b> 4170/5170 Geoarchaeology, Field trip fee	25.00	1700-13350
<b>American Indian Studies</b> AIST 1350 American Indians in Contemporary Society summer trip fee (includes transportation)	20.00	1700-13117
<b>Biology</b> 3410 Field Ecology	40.00	1700-13075
<b>Botany</b> 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
<b>Communication &amp; Journalism</b> O Exemption Exam fee	80.00	1700-13084
<b>English</b> WA or WB Exemption Exam fee	80.00	1700-13334
<b>History</b> Hist 4055 – Field Trip fees Hist 2050 – Field Trip fees	20.00 20.00	1700-13351
<b>Geography</b> Geog 3010 Landforms and Soils Field trip fee (includes transportation) Geog/AIST 4340 Nat Res MGT Western Reservations (includes transportation and lodging)	25.00 69.00	1700-13135
<b>Geology &amp; Geophysics</b> 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
<b>Mathematics</b> 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
<b>Modern &amp; Classical Languages</b> Lang. Credit by Exam	80.00	1700-13295

<b>College of Arts &amp; Sciences</b>	<b>FY 2010</b>	<b>Chart Field</b>
<b>Music</b> 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	  144.00  288.00  140.00 85.00	      1700-13454
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	1700-13454
Theatre & Dance Studio Class Fee	25.00	1700-17244
<b>Political Science</b> Political Science Challenge Exams	80.00	1700-19442
<b>Zoology and Physiology</b> 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

<b>College of Business</b>	<b>FY 2010</b>	<b>Chart Field</b>
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

<b>College of Education</b>	<b>FY 2010</b>	<b>Chart Field</b>
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 4000 (secondary majors)	90.00	
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

<b>College of Education</b>	<b>FY 2010</b>	<b>Chart Field</b>
Office of Teacher Education		1700-13456
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

<b>College of Engineering</b>	<b>FY 2010</b>	<b>Chart Field</b>
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		

<b>College of Health Sciences</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Communication Disorders</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Department of Army ROTC</b>	<b>FY 2010</b>	<b>Chart Field</b>
Laboratory classes		1700-13188
1010,1020,2010,2020,3010,3020,4010,4020	25.00	
1012 Rifle Marksmanship	40.00	
3011 Pistol Marksmanship	40.00	

<b>Division of Kinesiology and Health</b>	<b>FY 2010</b>	<b>Chart Field</b>
PEAC 1258 Beginning Skiing	90.00	
PEAC 2058 Intermediate Skiing	90.00	
PEAC 1000 Snowboarding	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



<b>Division of Kinesiology and Health</b>	<b>FY 2010</b>	<b>Chart Field</b>
KIN 4099 Student Teaching in Physical Education	125.00	1700-16196
Body Composition Assessment- DEXA (Dual Energy X-Ray Absorptiometry)	20.00	1700-18622
Motor Development Program (PEPR 3012) Pre-School aged children, per child	35.00	1700-13322

<b>School of Nursing</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	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
5215 Clinical Placement, Supervision and Evaluation Fee	300.00	1700-13318
5230 Clinical Placement, Supervision and Evaluation Fee	300.00	1700-13318

<b>School of Pharmacy</b>	<b>FY 2010</b>	<b>Chart Field</b>
Seat deposit (1 <sup>st</sup> year professional students, applied in full to tuition and fees, non-refundable)	300.00	1700-17307
Practicum Fee (PHCY 1 <sup>st</sup> and 2 <sup>nd</sup> 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 <sup>nd</sup> and 4 <sup>th</sup> year experiential rotations)		
PHCY 6465, 6470, 6471, 6473, 6480, 6481, 6482, 6483, 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; Travel, Housing, and Individual site requirements.	DIRECT COST	
Transcript review, transfer students	40.00	1700-13312
Electronic portfolio and programmatic assessment software subscriptions for 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> year students	75.00	1700-13320

<b>Social Work</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Exchange Programs, International</b>	<b>FY 2010</b>	<b>Chart Field</b>
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.		
<b>Exchange Programs, National</b>	<b>FY 2010</b>	<b>Chart Field</b>
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.		

<b>College of Law</b>	<b>FY 2010</b>	<b>Chart Field</b>
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)	300.00	

<b>Summer Session</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Undeclared Majors</b>	<b>FY 2010</b>	<b>Chart Field</b>
Computing fee, per semester, full time students	34.00	1001-16036
Computing fee, part-time students per credit hour		
Undergraduate	2.95	
Graduate	3.95	
Maximum part-time assessment \$34/semester		
All students – academic year and summer		



## 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 2010	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
<b>Student Orientation Program:</b>		1700-13427
<p style="text-align: center;"><b>Students:</b></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;"><b>Parents and Guests:</b></p> <p><b>Option 1- \$60 per person Double room and meals:</b> 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. <b>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.</b></p>	60.00	
<p><b>Option 2- \$70 per person Single room and meals:</b> 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><b>Option 3- \$45 per person Meals only:</b> 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 2010	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

<b>ASUW and Student Service Programs</b>	<b>FY 2010</b>	<b>Chart Field</b>
Associated Students Technical Service Equipment Rental with technician, per day Technician labor costs will be added (see above) Sound systems, on-campus		1400-12682
Large concert system	400.00	
With 2 additional speakers	Add 75.00	
With 2 additional subs	Add 100.00	
Medium concert system	275.00	
With 32 channel mixer	Add 50.00	
With 2 additional speakers	Add 75.00	
Small concert system	200.00	
With 16 channel mixer	Add 50.00	
Large PA system	200.00	
Medium PA system	125.00	
Small PA system	50.00	
Stage lighting		
Small	50.00	
Medium	100.00	
Large	125.00	
Video camcorder with tripod	40.00	
Audio recording	20.00	
Wireless microphone	40.00	
Additional Equipment Rental, per day		
Microphone w/cable*	10.00	
CD Player/tape cassette*	20.00	
Video Camera*	40.00	
VHS Tapes	5.00	
Additional full-range speakers (2)*	75.00	
Subwoofers (2)*	100.00	
Additional monitor*	38.00	
Effects processors*	20.00	
Graphic Equalizers (31 band)*	20.00	
5 channel mixer*	25.00	
10 channel mixer*	50.00	
16 channel mixer*	75.00	
32 channel mixer*	100.00	
*Off-campus equipment prices will be charged 150% of the list price.		
Additional Charges		
Rush charge (less than 10 working days notice)	25% of the event cost	
Failure to Cancel Charge (within 48 hours of event) *cost of equipment reserved plus cost of setup/teardown labor	Cost + labor	
Delivery charge (for events held outside of the Union)	25.00	
ASUW Gallery Sales Commission		1400-16228
Sales by students	10.0%	
Sales by non-students	15.0%	

<b>Center for Advising &amp; Career Services</b>	<b>FY 2010</b>	<b>Chart Field</b>
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		

<b>Cultural Programs</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Ellbogen Center for Teaching and Learning</b>	<b>FY 2010</b>	<b>Chart Field</b>
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

<b>Environmental Health and Safety Office</b>	<b>FY 2010</b>	<b>Chart Field</b>
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.

<b>Graduate School</b>	<b>FY 2010</b>	<b>Chart Field</b>
Application fee All students applying for admission to graduate school	50.00	1700-13206



**Information Technology**

<b>Information Technology Voice Services</b>	<b>FY 2010</b>	<b>Chart Field</b>
Additional information: <a href="http://www.uwyo.edu/infotech">www.uwyo.edu/infotech</a>		
Basic/Single Lines Sets – monthly charges		1315-12580
Maestro 1500 (Display)	20.50	
Existing Maestro 3500 (Handsfree, Display) no longer available	27.00	
Trimline (Public phones and Housing)	20.50	
Existing Maestro 9316 (handsfree, display) no longer Available	27.50	
Astra 9116	27.00	
Scitek (handsfree, display, no longer available) replaces Maestro 3500, 9316	27.00	
All sets require one-time setup charge	45.00	
Multi Line Sets with Displays, monthly charge		1315-12580
Meridian 5209 (Class Set)	25.00	
Meridian 5312 (Class Set)	28.00	
Meridian 2009 (Business Set, with display)	30.00	
Meridian 2009 (Business Set, no display)	25.00	
Meridian 2616 (Business Set)	35.00	
Maestro 5316 (Business Set)	34.00	
Setup Charges (one-time, required)	45.00	
Cordless Sets, monthly charge	32.00	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	19.50	
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	

<b>Information Technology Voice Services</b>	<b>FY 2010</b>	<b>Chart Field</b>
Additional information: <a href="http://www.uwyo.edu/infotech">www.uwyo.edu/infotech</a>		
<p style="text-align: center;">Voice Over Internet Protocol (VoIP)</p> 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	26.00 31.00 32.00 19.50 195.00 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
<p style="text-align: center;">Other</p> 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
<p style="text-align: center;">Features</p> 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
<p style="text-align: center;">Meridian Voice Mail</p> Personal Mail Box, administration and students per month one-time setup any change (per occurrence) Recorded Announcement, per month Recorded Announcement, one-time setup Auto Attendants Either (one choice) 1 mailbox or announcements, per month 1 mailbox or announcements, one-time setup Either (two to four choices) 2 mailboxes, 2 announcements or combo, per month 2 mailboxes, 2 announcements or combo, one-time Either (five to seven choices) 5 mailboxes, 5 announcements or combo, per month 5 mailboxes, 5 announcements or combo, one-time	6.00 5.00 5.00 6.00 5.00 10.00 5.00 20.00 25.00 30.00 25.00	1315-12580

<b>Information Technology Voice Services</b>	<b>FY 2010</b>	<b>Chart Field</b>
Additional information: <a href="http://www.uwyo.edu/infotech">www.uwyo.edu/infotech</a>		
Either (eight to ten choices) 8 mailboxes, 8 announcements or combo, per month	40.00	
8 mailboxes, 8 announcements or combo, one-time	25.00	
Either (ten plus choices) 8 mailboxes, 8 announcements or combo, per month	50.00	
8 mailboxes, 8 announcements or combo, one-time	25.00	
Voice Menu w/additional announcements or mail box(es) each additional choice	8.00	
Unity Voice Mail		1315-12580
Personal mail box, Administration	6.00	
Unified Messaging (voice mail and e-mail integration)	9.00	
Setup charges each (one-time, required)	5.00	

<b>Information Technology Data Services to UW Departments</b>	<b>FY 2010</b>	<b>Chart Field</b>
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
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)	5.00	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"> <li>System support of departmental application server (O/S, patches, security, backups, monitor), per year.</li> </ul>	Varies	1700-13258
<ul style="list-style-type: none"> <li>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.</li> </ul>	Varies	
<ul style="list-style-type: none"> <li>Vendor hardware contract (mandatory after warranty expires) per vendor quote.</li> </ul>	Varies	
<ul style="list-style-type: none"> <li>Software licenses and miscellaneous additional charges per vendor quote</li> </ul>	Varies	

Information Technology Client & DIS Services	FY 2010	Chart Field
<p style="text-align: center;">PC 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 35.00</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;">10-50.00 10-50.00 100.00 50.00 30.00 35.00 150.00 50.00 35.00  35.00 35.00</p>	<p style="text-align: center;">1800-13596              1700-13258   1702-16248</p>

**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.

<b>International Programs</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	350.00 200.00	1700-13249
Russian Program WY Resident Non-Resident	100.00 300.00	1700-13249

**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.

<b>International Students, Faculty and Scholars</b>	<b>FY 2010</b>	<b>Chart Field</b>
International Student Fee, per semester, fall and spring summer session	40.00 30.00	1001-10035
English Proficiency Undergraduate battery, regular screening Graduate, Provisional admissions battery Graduate, Assistantship battery Graduate, combined Provisional Admissions and Assistantship battery	25.00 20.00 30.00 35.00	1700-13487
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

<b>University of Wyoming Libraries Fee – Based Services</b>	<b>FY 2010</b>	<b>Chart Field</b>
<p style="text-align: center;">Research Services</p> Wyoming client, per hour Non-Wyoming client, per hour Rush research service handling fee, immediate response plus hourly rate	<p style="text-align: center;">35.00 50.00 +10.00</p>	1700-13294
<p style="text-align: center;">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 Extended research consultation, per hour Quality filtering of medical/healthcare information, per search	<p style="text-align: center;">50.00 25.00 NEG. 50.00 50.00 10.00</p>	1700-13294

<b>Interlibrary Loan</b>	<b>FY 2010</b>	<b>Chart Field</b>
<p style="text-align: center;">UW Affiliates (UW students, staff &amp; 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	<p style="text-align: center;">10.00 11.00 10.00 11.00 +10.00 COST</p>	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	<p style="text-align: center;">20.00 20.00 25.00 +10.00 COST</p>	1700-13424

<b>Libraries, Miscellaneous</b>	<b>FY 2010</b>	<b>Chart Field</b>
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)	<p style="text-align: center;">+25.00 +25.00 COST</p>	1700-13317

<b>Libraries, Miscellaneous</b>	<b>FY 2010</b>	<b>Chart Field</b>
Tip-in (2 Xeroxed pages maximum)	5.00	
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
Photocopy charges		1700-13453
Microform machines, per copy	.15	
Public machines, using coin, per copy	.25	
Public machines, using copy card per copy	.10	
Large format copier –library owned materials		
24" x 36" sheets, per copy	2.00	
36" x 42" sheets, per copy	3.00	
36" wide roll stock, per linear foot	1.00	
Large format copier – non-library owned materials		
24" x 36" sheets, per copy	4.00	
30"x 42" sheets, per copy	6.00	
36" side roll stock, per linear foot	2.00	
Transparencies, each, plus cost for copy	.20	
Laminating, per linear foot	.50	
Laser printer use, using copy card, per copy	.07	
Color Inkjet printer, per page	.25	
Single page scan, including CD-R Disk	1.50	

**Recreation**

<b>Recreation Facility Access Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
<p style="text-align: center;">Facility Access</p> UW employee, UW appointee, or spouse (includes towel service) Per semester 105.00 Annual fee 210.00 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 125.50 Annual fee 250.00 UW Cooperating Agency dependent Per semester 30.00 Annual fee 60.00 Part-time student, per semester 59.00 Student spouse, per semester 70.00 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

<b>Recreation Miscellaneous Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
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 non-credit classes per student, per class hour	.25	1700-13363



<b>Recreation Miscellaneous Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

**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.

<b>Office of the Registrar</b>	<b>FY 2010</b>	<b>Chart Field</b>
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

<b>Psychology Clinic</b>	<b>FY 2010</b>	<b>Chart Field</b>
Psychology Clinic Services		
Assessments	\$150	
Psychotherapy	Sliding scale from \$5-\$30 per 50 min session	

<b>Student Financial Operations</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	
<b>Student Loan Interest Rates</b>		
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%	
<b>Superior Students in Education Loan</b>		
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
<b>Medical Student Contract Support Program</b>		
Maximum interest rate, per annum (starting 4 years after execution of contract)	8.0%	
Penalty interest rate of default per annum	2.0%	

<b>Student Health Service</b>	<b>FY 2010</b>	<b>Chart Field</b>
<p>ACADEMIC YEAR - Full time students are assessed a mandatory student fee, which is \$99.00/ semester 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.</p> <p>SUMMER - Students enrolled in summer school are assessed a mandatory student fee, which is \$74.25 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.</p>		

<b>Student Health Service</b>	<b>FY 2010</b>	<b>Chart Field</b>
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

<b>University Counseling Center</b>	<b>FY 2010</b>	<b>Chart Field</b>
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

<b>Fleet Services</b>	<b>FY 2010 Short-term rates with UW Depts. Paying for gas**</b>	<b>FY 2010 Long-term rates (perm assigned- 1 yr. or longer) with UW Depts paying for gas**</b>	<b>Chart Field</b>
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	49.00		
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 2010	Chart Field
Identification Card		1306-12563
Initial/first ID card, faculty/staff/appointed (may be paid for by university units)	5.00	
Dependents and spouses of UW employees ,students, appointed employees	7.50	
Cooperating Agency employees and family members	10.00	
Replacement cards	20.00	
Badges		1306-12563
Badge, not individualized, without mag stripe	2.00	
Badge, not individualized, with mag stripe	3.00	
Badge, individualized, without mag stripe	5.00	
Badge, individualized, with mag stripe	6.00	
Print second side of card	1.00	
Other Services		1306-12563
Rental, ID equipment	10.00/day	
Early Campus Express Account closure	5.00	
Digital picture	10.00	
Passport Photos		
(1 <sup>st</sup> set of 2)	10.00	
(2 <sup>nd</sup> set of 2)	7.50	
(3 <sup>rd</sup> and additional sets)	5.00	

### 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.

<b>Board Charges, Academic year</b>	<b>FY 2010</b>	<b>Chart Field</b>
Fall and Spring semesters, excluding Christmas break		
Unlimited access plan *	4,540	1302-18188
Any 15 access plan *	3,892	1302-18188
Any 12 access plan *	3,555	1302-18188
Any 9 access plan	2,753	1302-18188
Any 7 access plan	2,175	1302-18188
<b>PLU\$ MONEY (Per Semester)</b>		
Added Value Plu\$	100	1302-18188
Best Value Plu\$	200	1302-18188
<b>BLOCK PLANS (Per Unit)</b>		
25 Lunches	231.50	1302-18188
60 Lunches	538.80	1302-18188
25 Any Meal	246.25	1302-18188
60 Any Meal	582.60	1302-18188

<b>Board Charges, Summer, 2010</b>	<b>FY 2010</b>	<b>Chart Field</b>
Any 15 access plan * (per week)	85	1302-18188
Any 9 access plan * (per week)	68	1302-18188
Summer Block Plan* (8 Meal Block) (per block)	74	1302-18188
Summer plus * (per week)	Minimum 50/week	

\* Residence Hall students must select one of these plans.

<b>Dining Services fees and charges to students</b>	<b>FY 2010</b>	<b>Chart Field</b>
Loss of temporary card charge	5	1302-18188
Service charge, student without valid ID card eating at Washakie	5	1302-18188
Group Discount for purchase of 5 or more meals	10.0%	1302-18188
Conference Package Guest Food Rates plus sales tax (Daily rate pro-rated for meal packages less than one full day.)	varies	
Cash rates: guest food service rates, plus sales tax		1302-18188
Breakfast	varies	
Lunch	varies	
Dinner	varies	

<b>Dining Services, Other Rentals</b>	<b>FY 2010</b>	<b>Chart Field</b>
Knigh-Watkins Recreation Camp (campus groups)		1302-12547
First day - due on booking and forfeited if not used	465	
All other days	445	
Lodge only, per day	155	
PROOF OF \$1,000,000 LIABILITY INSURANCE REQUIRED		

<b>Dining Services, Other Rentals</b>	<b>FY 2010</b>	<b>Chart Field</b>
FOR USE OF ALL FACILITIES		
Knight-Watkins Recreation Camp (off campus groups) plus sales tax First day - due on booking and forfeited if not used All other days Lodge only, per day PROOF OF \$1,000,000 LIABILITY INSURANCE REQUIRED FOR USE OF ALL FACILITIES	600 575 315	1302-12547
Banquet Room Rental Per event Crane-Hill Dining Room * Washakie Dining Center * Ross Hall * Set-up fee: Crane Hill dining room * Room rental rate plus \$20./hr supervisory fee. Cleanup and security are extra and may be required. PROOF OF \$1,000,000 LIABILITY INSURANCE REQUIRED FOR USE OF ALL FACILITIES	420 525 210 175	1302-18188
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	1302-18188
Rentals, other Showcase setup, 8'x10' booth plus Power hookup charges (without showcase setup, each)	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:** A \$100 deposit must be submitted with the signed Residence Life & Dining Services Contract for a student to be considered for residency in the University of Wyoming Residence Halls.

- a. **Deposit and Deposit Refund Policy:** If written cancellation of the contract is received before July 1, 2009, then 75% of the deposit will be refunded. If written cancellation of the contract is received on or after July 1, 2009, the entire deposit is forfeited. If the contract is received by the Contract Office between July 1, 2009 and August 19, 2009, you may cancel your contract within 30 days of the contract being received by the Contract Office or August 20, 2009, whichever comes first, to receive a 75% refund of the deposit.
- b. For spring semester only contracts, the contract must be cancelled prior to January 4, 2010, to be refunded 75% of the deposit. If cancellation is received on or after January 4, 2010, the entire deposit is forfeited.
- c. 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 for disciplinary or financial reasons from the residence halls or dining services.

**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, local telephone service, 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 \$25 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 \$25 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 \$25 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 \$25 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 (\$ 46.50-\$55)

<b>Residence Hall Room Charges academic year, excludes semester break</b>	<b>FY 2010</b>	<b>Chart Field</b>
Room occupancy Double, A	3,364	1301-16706
Double, B	3,437	
Double, C	3,596	
Room occupancy Single, A	4,892	
Single, B	5,114	

<b>Residence Hall Room Charges Continuing Student - summer, 2010</b>	<b>FY 2010</b>	<b>Chart Field</b>
Double Occupancy Room, per night	15.90	1301-16706
per week	90.65	
Single Occupancy Room, per night	23	1301-16706
per week	145	

<b>Residence Hall Room Charges Conference and Guest Rates</b>	<b>FY 2010</b>	<b>Chart Field</b>
Bedroom with community bathroom, per night Athletic & Activity per night		1301-16706
Double occupancy room	14.75-27.75	
Single occupancy room	19.65-42.50	
Quad occupancy room*	18-21.50	
*Available to large groups staying short periods of time		
Educational Group, per night		1301-16706
Double occupancy	12.65-16.55	
Single occupancy	18-21.50	
Other, per night		
Double occupancy	28-33.50	
Single occupancy	22.75-28	

<b>Residence Halls Fees and Charges</b>	<b>FY 2010</b>	<b>Chart Field</b>
Deposit	100	
Computer cards, cables, misc. equipment	VARIES	
Cleaning and packing property charge, per hour, per custodian	25	1301-12516
Locks		1301-12516
Change combination	15.50	
Change lock/replace key	62	
Replacement Room Door-Access Card	5	
Replace key/Recode ID	10	
Mailbox lock change	46.50	
Damage/vandalism (actual cost recovery)	COST	
Responsibility and Rights violation, per incident, up to	100	

<b>Apartment Rental Rates, Student, per month</b>	<b>FY 2010</b>	<b>Chart Field</b>
Summit View - One Story Complex		1301-16706
One bedroom	517	
Two bedroom	644	
Landmark Village	673	1301-16706
River Village		1301-16706
Two bedroom	801	
Three bedroom	904	
Spanish Walk, one bedroom	603	1301-16706
1107 Lewis (per person for 5 residents)	440	1301-12522

<b>Apartment Rental Rates, Faculty and Staff, per month</b>	<b>FY 2010</b>	<b>Chart Field</b>
Summit View - One Story complex		1301-16706
One bedroom	657	
Two bedroom	801	
Landmark Village, two bedroom	909	1301-16706

<b>Apartment Rental Rates, Faculty and Staff, per month</b>	<b>FY 2010</b>	<b>Chart Field</b>
River Village		1301-16706
Two bedroom	1,076	
Three bedroom	1,179	
Spanish Walk, One bedroom	744	1301-16706

<b>University Apartments Fees &amp; Charges</b>	<b>FY 2010</b>	<b>Chart Field</b>
Application deposit	100	
Cleaning charge and packing property, per hour, per custodian	25	
Furniture rental	30 - 45	
Late notice fee	300	
Damage deposit	100	
Damage deposit, authorized service animal	100	
Vacuum cleaner late fee, 1st offense	5	
Additional offenses	10	
Locks		
Change combination	15.50	
Change lock/re-key door	62	
Replacement Apartment Door – Access Card	5	
Damaged keys	10	
Mailbox lock change	46.50 - 55	
Spanish walk closet key	7.75	
Vandalism (cost of repair or replacement)	COST	
Responsibilities and Rights violation, per incident, up to	100	
Storage fee for non-returning tenants, per month	75	
Switch fee	100	

<b>University Apartments Guest Housing</b>	<b>FY 2010</b>	<b>Chart Field</b>
Guests staying less than 30 days, in apartment, per night		1301-16706
1 bedroom	35	
2 bedroom	40	
3 bedroom	45	

### 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.

<b>Meeting Room and Facility Usage Classification II</b>	<b>FY 2010</b>	<b>Chart Field</b>
Rendezvous Room Full day Half day	145 120	1301-16706
Rendezvous Room, East Full day Half day	110 90	
Rendezvous Room, West Full day Half day	110 90	
Other rooms in Washakie Center	VARIES	
Solicitation Table Charge, per table	25	
Audio Visual, setup, technician	VARIES	

Transportation & Parking Services	FY 2010	Chart Field
Charter, Shuttle Bus		
First hour or fraction of an hour, plus	50.00	
Each additional hour	50.00	
Per mile	1.50	
Prep fee	25.00	
A&S Events (non-university entities)	50.00/hr	
Shuttle Bus Advertising		
First month or fraction of a month	15.00	1318-17345
Each additional month	15.00	
Note: cost of the advertising materials and production are the responsibility of the requesting department or agency		

Transportation & Parking Services		FY 2010	Chart Field		
<b>Permit Fee Structure</b>					
Classification	Permit Type	ANNUAL Sept. – Aug.	FALL Sept. – Dec.	SPRING Jan. – May	SUMMER June – Aug.
Faculty/Staff	A	\$180	\$90	\$90	\$15/mo
Faculty/Staff w/a Permanent Disability	D	\$180	\$90	\$90	\$15/mo
Residential Student	R	\$120	\$60	\$60	\$12/mo
Commuting Student	C	\$120	\$60	\$60	\$12/mo
Student w/a Permanent Disability	D	\$120	\$60	\$60	\$12/mo
Motorcycle Riders	M	\$20	\$10	\$10	\$10
Students, Faculty/Staff w/a Temporary Disability (TD):					
Faculty/Staff \$11/mo., Students \$7.50/mo. There is no charge for a "TD" permit if a valid parking permit has previously been purchased.					
Vendor	V	\$264	\$132	\$132	\$22/mo
Contractor	CO	\$264	\$132	\$132	\$22/mo
Service Vehicles	U	\$180	\$90	\$90	\$15/mo

Transportation & Parking Services			FY 2010	Chart Field
Board Retiree	A or D	FREE		
DAY PERMIT:		\$5/ day		
DAY LOT PARKING:		\$1/ hour		
METERED PARKING:		\$1/ hour		
Replacement for stolen permit (signed affidavit required): FREE				
Replacement for lost permit (signed affidavit required): \$20				
<b>Transit Fee Structure</b>				
Faculty/ Staff bus pass		\$20/ semester		
Paratransit riders service charge		\$1/ ride		
Vehicle immobilization (boot) removal 1 <sup>st</sup> immobilization * 2 <sup>nd</sup> immobilization * 3 <sup>rd</sup> immobilization or more ** * plus full payment of unpaid parking fines ** plus full payment of unpaid parking fines and revocation of any campus privileges for the remainder of the academic year			0.00 50.00 100.00	
Fines, violations of UW Parking Regulations Fraud* Parking in a handicap space Parked in a fire lane Parked in a yellow zone Parked on sidewalk No permit Not parked in assigned area Failure to display permit properly Meter violation All other violations			175.00 150.00 75.00 35.00 30.00 30.00 25.00 20.00 20.00 15.00	1799-13567
*Fraud would include: Use and display of a previously issued citation, for the purposes of avoiding a citation for current violations; reproduction or falsification of permits; signing a "lost/stolen affirmation" form and not fulfilling the terms of the agreement; vehicles without permits, with license plates removed and VIN covered for the purposes of avoiding citations; providing false information to obtain or replace a lost or stolen permit.				



<b>University Licensing</b>	<b>FY 2010</b>	<b>Chart Field</b>
Administrative fee, manufacturer	50.00	1307-12565
Royalty Rates		1307-12565
In-state manufacturer royalty rate	7.00%	
Out-of-state manufacturer royalty rate	8.00%	

<b>Vending Services</b>	<b>FY 2010</b>	<b>Chart Field</b>
Micro fridge rental		
Deposit, refundable	25.00	9050-14881
Summer session	50.00	1305-12560
One academic semester	59.00	1305-12560
Two academic semesters	99.00	1305-12560
One calendar year	150.00	1305-12560
Bicycle locker rentals		
Deposit, refundable	20.00	9050-14881
One month	11.00	1305-12560
Summer session	30.00	1305-12560
One academic semester	40.00	1305-12560
Two academic semesters	75.00	1305-12560
One calendar year	100.00	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.

<b>Solicitation Tables</b>	<b>FY 2010</b>	<b>Chart Field</b>
Classification I and II	0.00	
Classification III	35.00	1304-12554
Classification IV	60.00	1304-12554

<b>Union Audio Visual</b>	<b>FY 2010</b>	<b>Chart Field</b>
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		1304-12556
LCD Projector	90.00	
LCD Projector, per hour	20.00	
TV	22.00	
VCR	22.00	
TV/VCR or DVD	35.00	
Slide Projector	17.00	
Overhead	15.00	
Portable Screen	15.00	
DVD	25.00	
Conference Phone	17.00	
Classification IV		1304-12556
LCD Projector	150.00	
LCD Projector, per hour	30.00	
TV	45.00	
VCR	45.00	
TV/VCR or DVD	73.00	
Slide Projector	34.00	
Overhead	34.00	
Portable Screen	25.00	
DVD	45.00	
Conference Phone	27.00	

<b>Union Facility Fees</b>	<b>FY 2010 Half Day</b>	<b>FY 2010 Full Day</b>	<b>Chart Field</b>
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	320.00	425.00	
East Ballroom 220C	110.00	140.00	
West Ballroom 220A	110.00	140.00	
Center Ballroom 220B	110.00	140.00	
Wyoming Family Room 212	145.00	180.00	
Warm Valley 202	60.00	75.00	

Union Facility Fees		FY 2010 Half Day		FY 2010 Full Day	Chart Field
Big Horn 203		60.00		75.00	
Snowy Range 206		40.00		58.00	
The Gardens 027		110.00		160.00	
Senate Chambers 221		105.00		145.00	
Senate West		75.00		85.00	
Senate East		75.00		85.00	
Skylight Lounge 029		42.00		58.00	
Lower Fireplace Lounge 118B		42.00		58.00	
Flaming Gorge 002		50.00		67.00	
Thunder Basin 010		42.00		58.00	
Classification IV					1304-12554
Ballroom 220		460.00		640.00	
East Ballroom 220C		160.00		215.00	
West Ballroom 220A		160.00		215.00	
Center Ballroom 220B		160.00		215.00	
Wyoming Family Room 212		195.00		265.00	
Warm Valley 202		105.00		145.00	
Big Horn 203		105.00		145.00	
Snow Range 206		75.00		105.00	
The Gardens 027		170.00		230.00	
Senate Chambers 221		180.00		250.00	
Senate West		105.00		125.00	
Senate East		105.00		125.00	
Skylight Lounge 029		75.00		105.00	
Lower Fireplace Lounge 118B		75.00		105.00	
Flaming Gorge 002		105.00		145.00	
Thunder Basin 010		75.00		105.00	

<b>Union Sound System</b>	<b>FY 2010</b>	<b>Chart Field</b>
Classification I	0.00	
Classification II and III		1304-12556
Small PA system	23.00	
Medium PA system	55.00	
Large PA system	110.00	
Small PA system, per hour	10.00	
Medium PA system, per hour	22.00	
Large PA system, per hour	42.00	
Wireless microphone	22.00	
Panel microphone	12.00	
Lapel microphone	22.00	
CD player	12.00	
Labor, per hour	16.00	
Classification IV		1304-12556
Small PA system	55.00	
Medium PA system	90.00	
Large PA system	210.00	
Small PA system, per hour	22.00	
Medium PA system, per hour	34.00	
Large PA system, per hour	80.00	
Wireless microphone	45.00	
Panel microphone	23.00	
Lapel microphone	45.00	
CD player	23.00	
Labor, per hour	27.00	

<b>Union, Miscellaneous</b>	<b>FY 2010</b>	<b>Chart Field</b>
Catering kitchen usage, per day (see table below)		1304-12554
Excessive cleaning, per person, per hour, plus materials	+30.00	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, per page	1.00	
Ticket service charge, per transaction	.50	
Special Set-up costs		1304-12554
Risers, per 4'x8' section	15.00	
Labor, per person, per hour	10.00	
Additional building operations, per hour	30.00	

Wyoming Union Outside Catering – FY2010

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 2010	Chart Field
<p><b>Booking Fee (charged per room, per event, non-refundable)</b></p> <p><b>AHC penalty charges</b> - (Imposed if room is left in an order different from the order and cleanliness that existed upon arrival) – <b>applicable to all user classifications.</b></p> <p><b>Custodial Services</b> ( 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><b>Security</b> (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><b>UW Movers</b> (**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><b>NOTE: The AHC reserves the right to refuse room use to individual and or groups that do not abide by the public use rules.</b></p>		
<p><b>Rooms available for public use include: Sheep Industry Room</b> (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.) <b>Mary Storer Loggia (open reception area with a capacity of 199 standing.) Wyoming Stock Growers' Room</b> (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 &amp; data hookups). <b>George A. Rentschler Room</b> (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). <b>Centennial Complex Lobby</b> (set up with permanent exhibits, couches, chairs. Capacity 150 standing). <b>Centennial Complex Meeting Room/Restaurant</b> (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><b>**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.</b></p>		
<p><b>Classification I – Fees listed above</b></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.		
<b>Classification II – Fees listed above</b>		
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.		
<b>Classification III–Off-campus or commercial groups</b>		
<b>Booking Fee (charged per room, per event, non-refundable)</b>	<b>\$50.00</b>	1700-13482
<b>Room Rental Fee – During regular business hour (as specified above) per room, per event</b>	<b>\$100.00/full day \$70.00/half day or less</b>	
<b>Custodial Services, Security, and UW Movers (if applicable, please see above)</b>	<b>Actual Cost + \$25.00 Admin fee</b>	

	<b>FY 2010</b>	<b>Chart Field</b>
<b>AHC Duplicating Services</b> ** 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.		
<b>Rush Fees for all Duplicating Services</b> Commercial Patrons Non-profits and personal University of Wyoming Minimum rush fee for all patrons	Plus 100% Plus 50% Plus 25% 10.00	1700-13482
<b>Photocopies, per page</b> Self service & inventories Black and white copies by AHC staff (8.5"x11" or 8.5"x14")  Black and white copies by AHC staff (11"x17")  Color copies by AHC - (8.5"x11" or 8.5"x14")  Color copies by AHC - (11"x17") Maps per square foot (black and white) Faxed requests, per page	.10 1-99 copies .50 100 or more 1.00 1-99 copies .75 100 or more 1.50 1-99 copies 1.25 100 or more 2.50 3.00 1.50 1.00	
<b>Black &amp; White photographic prints</b> 4"x 5" print 5"x 7" print 8"x10" print 11"x14" print 16"x20" print 20"x24" print Additional per photograph if a new negative is needed Additional per photograph for sepia tone	8.00 12.00 15.00 25.00 35.00 45.00 7.00 5.00	1700-13482



<b>AHC Duplicating Services</b> <b>** 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.</b>	<b>FY 2010</b>	<b>Chart Field</b>
<b>Photographic Prints</b> (Fees include file optimization for printing) 4"x 5" print 5"x 7" print 8"x10" print 11"x14" or 13"x19" print 24"x30" print 24"x36" print 30"x40" print	13.00 17.00 20.00 25.00 60.00 75.00 90.00	1700-13482
<b>Digital Imaging Services</b> <b>Scanning</b> for documents up to 11"x17" (resolution up to 2400ppi)  <b>Betterlight Scanback</b> (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). <b>One hour minimum Includes setup and takedown.</b>  <b>Digital camera photography</b> (per image – maximum 2000x3000 pixels)  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.	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
<b>Audio-Visual Duplication</b> 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. <b>One half hour minimum.</b>	25.00/hour 15.00/half hour	1700-13482
<b>Shipping and Handling</b> <b>Shipping charges are estimated from the applicable Postal Vendor's website. An additional handling charge will be added to all shipments.</b> Handling charge to a U.S. address, mailed in an envelope mailer  Handling charge to a U.S. address, in a mailer larger than envelope (flat)  Handling charge on all international shipments	5.00  10.00  25% of est. shipping cost	1700-13482

<b>AHC Commercial Use Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
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)	250.00	1700-13482
Book Jacket	250.00	
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	

<b>Anaconda Geological Document Collection</b>	<b>FY 2010</b>	<b>Chart Field</b>
<b>Gold Level</b> 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	
Black/White Photocopies, on-site, self service, per page	0.50	

<b>Anaconda Geological Document Collection</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	2.00  100.00  2.00	
<p style="text-align: center;"><b>Silver Level</b></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;"><b>Bronze Level</b></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;"><b>Academic and Historical NON-Commercial Membership</b></p> Annual Fee (archives access included) <b>All products and services are offered at the standard AHC Duplication rate.</b>	15.00	1700-13505
<p><b>Federal Government Agency Membership annual fee</b></p> Duplication Rates: Black/White Photocopies, on-site, self service, per page	3,000.00  50% off	1700-13505

<b>Anaconda Geological Document Collection</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	
<b>State Government Agency Level</b>		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	

<b>Anaconda Geological Document Collection</b>	<b>FY 2010</b>	<b>Chart Field</b>
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
<b>Interest charges to accounts over 60 days in arrears will be at the market rate (to be determined by the University Controller).</b>		

**Animal Science**

<b>Animal Science Livestock Teaching Arena</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Animal Science Wool Evaluation Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
Clean Wool Determination In-state, per fleece Out-of-state, per fleece	15.00 20.00	1700-13438
Diameter Determination Air Flow (Port-Air), per sample Micro projection, per sample	2.50 5.00	1700-13438
Information cores of bag lots Machine use Yield Diameter (by micro projection of 200 fibers)	1.00 5.00 3.00	1700-13438
Purebred flocks raised in Wyoming on "Farm performance testing program" Fleece evaluation Clean Wool Determination, per fleece Diameter Determination Air-Flow Micro projection	10.00 2.50 5.00	1700-13438
Processing charges Scour, per grease pound Scoured wool, per pound Card Sliver, per pound Grease wool, per pound	.50 3.00 3.50 1.50	1700-13438

<b>Anthropology</b>	<b>FY 2010</b>	<b>Chart Field</b>
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) Basic analyses plus written report (4 hr. minimum, per hour) Photographic Documentation (1 hour minimum, plus film and processing costs and/or digital reproduction costs, per hour) Radiographic Transparencies (1 hour minimum, plus medical Facility costs, per hour) Selected Skeletal Standards Formats (1 hour minimum, plus Photocopy costs, per hour)	25.50 25.50 28.00 25.50 25.50	1700-16443

**Art Museum**

<b>Art Museum Facility Rental</b>	<b>FY 2010</b>	<b>Chart Field</b>
University, non-profit or arts-related organizations; gallery use subject to museum regulations, exhibition schedule and contractual regulations.		
Lobby only Lobby and terrace Lobby with galleries open	53.00 53.00 79.00	

<b>Art Museum Facility Rental</b>	<b>FY 2010</b>	<b>Chart Field</b>
Lobby with galleries open and terrace	79.00	
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	

<b>Art Museum</b>	<b>FY 2010</b>	<b>Chart Field</b>
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		

<b>Auditorium and Classroom Facility Use</b>	<b>FY 2010</b>	<b>Chart Field</b>
Arts & Sciences Auditorium Per day or part of a day	1100.00	1700-13267
Agriculture Auditorium Per hour, 4 hour minimum Additional charge after 6:00 pm	7.95 1.50	1800-13579
College of Business Auditorium Per hour, 4 hour minimum Additional charge after 6:00 pm	7.95 1.50	1800-13579
Education Auditorium Per hour, 4 hour minimum Additional charge after 6:00 pm	24.00 5.00	1700-13420
Classrooms 150-250 capacity Per hour Per day 77-150 capacity Per hour Per day Under 77 capacity Per hour Per day	 13.00 76.00  9.55 57.00  7.95 48.00	1800-13579

<b>Civil and Architectural Engineering</b>	<b>FY 2010</b>	<b>Chart Field</b>
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		

<b>Civil and Architectural Engineering</b>	<b>FY 2010</b>	<b>Chart Field</b>
Electronic Distant Meter with 2 tripods and prism	25.00	
Theodolite 1" with tripod	30.00	
Theodolite 10" with tripod	15.00	
Transit Vernier with tripod	10.00	
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

<b>College of Education</b>	<b>FY 2010</b>	<b>Chart Field</b>
University School Gym rental, per hour, outside groups, exclusive use	16.00	1700-13420

<b>College of Engineering</b>	<b>FY 2010</b>	<b>Chart Field</b>
Engineering Shops		1700-16363
Machining/Milling/Welding/Fabrication technician fee, per hour	60.00	
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	

<b>Communication Disorders</b>	<b>FY 2010</b>	<b>Chart Field</b>
Speech-Language Pathology Diagnostic Evaluations		1700-13452
Accent Reduction	80.00	
Articulation*	80.00	
Dysphagia evaluation*	80.00	
Fluency evaluation*	80.00	
Language evaluation*	80.00	
Oral-myofunctional*	80.00	
Phonological evaluation*	80.00	
Re-evaluation (only for UW clients)*	40.00	
Speech/Language Screening*	25.00	



Communication Disorders	FY 2010	Chart Field
Voice Evaluation (Without Instrumentation)* Voice Evaluation (With Instrumentation) Nasoendoscopy Evaluation for Speech Generating Device Endoscopy Swallow Test (FEES)	80.00 130.00 100.00 150.00 150.00	
* Sliding Scale Information Documentation must be provided to the UW Clinic in the form of a tax return and/or written letter to show evidence of financial hardship. Sliding scale rates are based on <b>net income</b> .		
Speech-Language Diagnostic Evaluations*		
Income \$25,000 + (full fee) \$11,000 - \$25,000 Under \$11,000 UW full-time student (same as lowest income bracket)	80.00 50.00 30.00	
Individual Speech-Language Treatment		
Income \$25,000 or more 60 minutes 45 minutes 30 minutes \$11,000 - \$25,000 60 minutes 45 minutes 30 minutes Under \$11,000 60 minutes 45 minutes 30 minutes UW full-time student (same as lowest income bracket) A 25% reduction in treatment fees is offered during the summer session	35.00 27.50 17.50 20.00 17.50 10.00 13.00 9.75 6.50	
Group Speech-Language Treatment		
Per person, per hour (with adjustments made according to <b>net income</b> )	17.50	
Audiology Diagnostic Evaluations		
Auditory brainstem (ABR) Comprehensive audiometry threshold evaluation & speech recognition Tympanometry Conditioned Play Audiometry Pure tone & air bone audiometry Consult Central auditory process Ear impression fee & handling Otoacoustic Emissions – limited Otoacoustic Emissions – comprehensive	135.00 55.00 25.00 25.00 30.00 25.00 60.00 20.00 70.00 95.00	1700-13452
Hearing aid, single unit at cost + 40% Hearing aid programming & fitting following manufacturer repair, factory invoice + 50.00 Assistive Listening Devices/supplies at cost + 40%	+40% +50.00 +40%	1700-13452
Hearing Aid evaluations (HAE) & follow-up	150.00	1700-13452

<b>Communication Disorders</b>	<b>FY 2010</b>	<b>Chart Field</b>
Hearing Aid orientation (HAO)	60.00	
Out-of-warranty Hearing Aid check	25.00	
Industrial audiogram	20.00	
Audiometric Screening	20.00	
Special tests	25.00	
Acoustic Reflex Test	18.00	
Acoustic Reflex Decay Test	19.00	
Speech Audiometry Threshold	18.00	
Speech Audiometry Threshold w/ speech recognition	28.00	
Visual Reinforcement Audiometry	35.00	
Tone Decay Test	18.00	
Stenger Test	19.00	
Electrocochleography	130.00	
<b>Vestibular Function Testing</b>		
Caloric vestibular test each irrigation	20.00	
Optokinetic nystag bidirect/fovea/periph stim	50.00	
Oscillat track test	48.00	
Positional nystagmus test, min 4 pos	50.00	
Sinusoid vertical axis rotat test	82.00	
Spontaneous nystagmus test, gaze/fix nystagmus	50.00	
Vertical electrodes	50.00	

<b>Early Care and Education Center</b>	<b>FY 2010</b>	<b>Chart Field</b>
Tuition		1309-16930
Infants (Full-day)	36.00/day	
Infants (Half-day)	25.00/day	
Toddlers/Transition (Full-Day)	33.00/day	
Toddlers/Transition (Half-Day)	24.00/day	
Preschoolers (Full-Day)	31.00/day	
Preschoolers (Half-Day)	23.00/day	
School-age Children (after school program)	16.00/day	
Optional full-day public school closures	30.00/day	
Optional half-day public school closures	20.00/day	
Application Fee for New Enrollees (non-refundable)	25.00	
Late pickup fee	10.00	
NOTE: Additional fees may be assessed as needed.		

<b>Fine Arts Box Office</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Foundation</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>General Counsel</b>	<b>FY 2010</b>	<b>Chart Field</b>
Request for Public Records (reference Public Records Act § 16-4-204)	COST	

<b>Health Sciences</b>	<b>FY 2010</b>	<b>Chart Field</b>
Wyoming Institute for Disabilities (WIND)		
Family Science Credential	1500.00	

<b>Home Child Care Provider Program</b>	<b>FY 2010</b>	<b>Chart Field</b>
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**

<b>Intercollegiate Athletics – Activity card</b>	<b>FY 2010</b>	<b>Chart Field</b>
Student spouse activity card, annual fee	60.00	1316-12641
Per semester	40.00	
Student dependent child activity card, annual	25.00	1316-12641

<b>Intercollegiate Athletics – Activity card</b>	<b>FY 2010</b>	<b>Chart Field</b>
Per semester	20.00	

<b>Facilities Use - Intercollegiate Athletics</b>	<b>FY 2010</b>	<b>Chart Field</b>
Wyoming High School Athletics Association Events	COST	1316-12627
Arena-Auditorium Arena Direct cost plus fee, per day <u>University events</u> - including ASUW and Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged <u>University events</u> , admission charged (plus flat rate) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged	COST COST +COST 5500.00 3200.00 2565.00 1107.00	1316-12627
Arena-Auditorium Concourse Direct cost plus fee, per day <u>University events</u> , including ASUW and Cultural Affairs, but excluding Intercollegiate Athletics, no admission charged University events, admission charged (plus flat rate) <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit, admission charged Non-profit, no admission charged	COST +COST 1537.00 1282.00 1108.00 550.00	
Fieldhouse Direct cost plus fee, per day <u>University events</u> -including ASUW and Cultural Affairs, but excluding Intercollegiate Athletics <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged	COST 2565.00 1924.00 1282.00 660.00	1316-12627
Football Stadium Direct cost plus fee, per day <u>University events</u> , including ASUW and Cultural Affairs, but excluding Intercollegiate Athletics <u>Non-University</u> Commercial, admission charged Commercial, no admission charged Non-profit organization, admission charged Non-profit organization, no admission charged	COST 7695.00 4490.00 3200.00 1282.00	1316-12627
Sports Complex Direct Cost plus fee, per day University events, including ASUW and Cultural Affairs, but excluding Intercollegiate Athletics	COST	1316-12627

<b>Facilities Use - Intercollegiate Athletics</b>	<b>FY 2010</b>	<b>Chart Field</b>
Non-University Commercial, admission charged	1282.00	
Commercial, no admission charged	965.00	
Non-profit organization, admission charged	640.00	
Non-profit organization, no admission charged	323.00	
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. Stadium Club Room	290.00  290/day	1316-12627
Madrid Sports Complex Commercial Use Non-profit Use  North 40 Fields Commercial Use Non-profit Use	424/day 265/day  424/day 265/day	1316-12627
Tennis Complex Public usage: Individual fee, per year Family membership fee, per year Punch card (20 punches) Punch card (40 punches) Hourly Facility Rental Charge – per court	75.00 175.00 25.00 50.00 12.50	
Tailgate Park University events, including ASUW and Cultural Affairs, but excluding Intercollegiate Athletics Commercial, per day Non-profit organizations, per day	COST COST COST	1316-12627

<b>Equipment Rental and Extra Services - Intercollegiate Athletics</b>	<b>FY 2010</b>	<b>Chart Field</b>
Equipment Rental Barricades, each Chairs, each Floor covering, per sq foot Forklift, with operator, 4500 lbs, hourly rate Forklift, with operator, 4500 lbs, daily rate	7.25 0.60 0.12 41.00 242.00	1316-12618
Equipment Rental Golf Carts, each Microphone, each Podium, each Portable stage ramp Portable stage, max size 60' x 40', sound wings 12'x16'	36.00 9.10 30.25 425.00 1030.00	1316-12627
Equipment Rental Risers	30.25	1316-12627

<b>Equipment Rental and Extra Services - Intercollegiate Athletics</b>	<b>FY 2010</b>	<b>Chart Field</b>
Sound system - Electro Voice with Yamaha PM 1000 console and one microphone	121.00	
Table skirting, per table	2.40	
Tables, each	3.65	
Towels, each	2.40	
Extra Services, per person, per hour		1316-12627
Electricians	36.00	
Medical staff (2 required)	24.00	
On-site commercial sales (% of gross)		
Police (required)	24.75	
Event Manager	26.50/hour	
Event Supervisor	19.80/hour	
Event Staff	17.75/hour	

<b>Tickets - Intercollegiate Athletics</b>	<b>FY 2010</b>	<b>Chart Field</b>
Athletic and Special Events	Call UW Ticket Office for information 766-4850	1316-12639
*Faculty/Staff discount will be in accordance with IRS guidelines.		

<b>Jacoby Golf Course</b>	<b>FY 2010</b>	<b>Chart Field</b>
Green Fees - General Public		1700-13436
9 holes	20.00	
18 holes	26.00	
Green Fees - UW students and Juniors (18 years and younger)		1700-13436
9 holes	14.00	
18 holes	19.00	
Memberships		1700-13436
Full time student	340.00	
Adult Single	475.00	
Junior (18 years or younger)	300.00	
Driving Range and Golf Carts		1700-13436
9 hole cart rental	15.00	
18 hole cart rental	22.00	
Driving Range membership	200.00	
Range balls		
Small bucket	2.00	
Medium bucket	4.00	
Large bucket	6.00	
Club storage, per season	35.00	

<b>Kinesiology and Human Energy Research Laboratory</b>	<b>FY 2010</b>	<b>Chart Field</b>
Service Fees – group rates available upon request (Service subject to constraints on University's limited service license)		1700-13448
Aerobic Capacity Determination via Maximal Oxygen Consumption (VO2max)	100.00	
Aerobic capacity and exercise EKG	100.00	
Body Composition Assessment via Dual Energy X-ray Absorptiometry (DEXA)		
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	

<b>Mechanical Engineering</b>	<b>FY 2010</b>	<b>Chart Field</b>
Rapid Prototype Machine	\$10/cubic inch	1700-13087

Medical Education and Public Health	FY 2010	Chart Field
<p><b>Family Practice Center – Casper</b>            Courses taught at this facility are open to all members of the medical community.            Advanced Life Support and OB (ALSO) – Non UW personnel            Wilderness Medicine Program fees - Non UW personnel</p>	<p>325.00 350.00</p>	<p>1700-13164</p>
<p>Fees, Charges, and Deposits (methodology)  <b>The Family Practice Center in Casper</b> 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.  <b>The Family Practice Center in Cheyenne</b> 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.            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 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.  <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	<10,210	12,252	13,579	15,315	17,867	20,420
2	<13,690	16,428	18,207	20,535	23,957	27,380
3	<17,170	20,604	22,836	25,755	30,047	34,340
4	<20,650	24,780	27,464	30,975	36,138	41,300
5	<24,130	28,956	32,093	36,195	42,227	48,260
6	<27,610	33,132	36,721	41,415	48,317	55,220
7	<31,090	37,308	41,350	46,635	54,407	62,180
8	<34,570	41,484	45,978	51,855	60,497	69,140

For each additional person, add \$3,480

Miscellaneous	FY 2010	Chart Field
Bicycle Registration, one time for each bicycle City of Laramie and UW accept either registration	5.00	1700-13273
<b>Violations</b>		
Class I (e.g., speeding, carelessness, failure to register)	10.00	
Class II (parking outside designated areas)	5.00	
<b>Directory Information Fees</b>		
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	
<b>Police Department</b>		
Fingerprinting (per card) For non Faculty Staff/Student	10.00	1700-13273
Vehicle Identification Number Inspections	5.00	
Police Report Copies	.25 per page	
<b>Copy machines, per copy</b>		
Minimum	.05	
Maximum, not to exceed cost	.15	
<b>Keys</b>		
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	
<b>University General Bulletin</b>		
New and transfer students	N/C	
<b>Visitor Information Center Fax service</b>		
Transmitted message, per 5 pages, phone charges plus	+1.00	
Received message, per 5 pages	1.00	

<b>Miscellaneous</b>	<b>FY 2010</b>	<b>Chart Field</b>
<b>Word processing, per hour, without operator</b>		
Minimum	2.00	
Maximum	10.00	

<b>Modern &amp; Classical Languages</b>	<b>FY 2010</b>	<b>Chart Field</b>
Conversion of foreign video tapes to US format	25.00 + blank tape	1700-13295

<b>Music Department</b>	<b>FY 2010</b>	<b>Chart Field</b>
Recording and program production fee	50.00	1700-13460
Sponsored concerts, ticket sales		1700-13530
Adults	8.00	
High school students and senior citizens	6.00	
UW students	N/C	

<b>Planetarium</b>	<b>FY 2010</b>	<b>Chart Field</b>
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**

<b>Plant Sciences</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Recreation Facility Rental Fees</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Recreation Field Rental Fee</b>	<b>FY 2010</b>	<b>Chart Field</b>
<p>Classifications:            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.            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.            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**

<b>Renewable Resources Insect Identification</b>	<b>FY 2010</b>	<b>Chart Field</b>
Identification and management options, per specimen	10.00	1700-13270
Identification and management options, human health pests, per specimen	30.00	

<b>Renewable Resources - Plant Tissue</b>	<b>FY 2010</b>	<b>Chart Field</b>
RR Departments		
Tissue grinding (up to 50 g)	4.00	
Nitric Acid digest	4.00	
NH-Nitric Acid digest	8.00	
MgNO <sub>3</sub> 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 <sub>3</sub> 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	

<b>Renewable Resources Light Stable Isotope Facility</b>	<b>FY 2010</b>	<b>Chart Field</b>
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: <a href="http://uwacadweb.uwyo.edu/SIF/">http://uwacadweb.uwyo.edu/SIF/</a> .		
Pure gas H <sub>2</sub> , δ <sup>2</sup> H, dual inlet	10.00	
EA-IRMS organic, δ <sup>13</sup> C, continuous flow	7.50	
EA-IRMS organic, δ <sup>15</sup> N, continuous flow	7.50	
EA-IRMS organic, δ <sup>13</sup> C + δ <sup>15</sup> N, continuous flow	8.50	
EA-IRMS organic, δ <sup>13</sup> C + elemental C&N%	8.50	
EA-IRMS organic, δ <sup>15</sup> N + elemental C&N%	8.50	
EA-IRMS organic, δ <sup>13</sup> C + δ <sup>15</sup> N+elemental C&N%	10.50	
Elemental (C&N%, high precision)	6.00	
Hydrogen isotopes of water, δ <sup>2</sup> H, zinc reduction, dual inlet	12.00	
CO <sub>2</sub> gas, δ <sup>13</sup> C, continuous flow	7.00	
CO <sub>2</sub> gas, δ <sup>13</sup> C + δ <sup>18</sup> O, continuous flow	7.50	
Water, δ <sup>18</sup> O, continuous flow	8.00	
Carbon isotopes of D.I.C., δ <sup>13</sup> C, continuous flow	9.00	
Carbonates, δ <sup>13</sup> C, continuous flow	8.50	
Carbonates, δ <sup>13</sup> C + δ <sup>18</sup> O, continuous flow	9.00	
TC/EA-IRMS, δ <sup>18</sup> O, continuous flow	11.50	
TC/EA-IRMS, δ <sup>2</sup> 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	

<b>Renewable Resources - Soil Testing</b>	<b>FY 2010</b>	<b>Chart Field</b>
Standard soil tests for fertility		1700-13465
Standard fertility	20.00	
AB-DTPA K	4.00	
AB-DTPA Fe	4.00	
AB-DTPA Zn	4.00	
Nitrate on subsoil	4.00	
Special Soil tests, RR departments		1700-13465
AB-DTPA, Mn, Cu, Pb, Cd, Ni, Mo, or B by ICP	5.00	
AB-DTPA Se or As by Hydride	10.00	
Available phosphate only	4.00	
B by Hot water	12.25	
Bulk density	10.00	
Calcium Carbonate equivalent	5.00	
CDC Standard (ammon acet - Na acet)	13.00	
CDC (Rhoades method)	21.00	
Coarse fragments	5.00	
Extractable cations – Mg, Ca, Na, K	22.00	
Special Soil tests, RR departments		1700-13465
Gypsum requirement	11.00	
Gypsum	7.50	
KCl extractable NH <sub>4</sub> N	7.50	
KCl extractable NO <sub>3</sub> N+NO <sub>2</sub> N	7.50	
Mechanical analysis – pipette	25.00	
Nitrate only	3.50	
Organic matter only	9.00	
P by MgNO <sub>3</sub> digest	11.00	
Pressure Plate, any lower, if fewer than 4 samples per plate	25.00	
Pressure plate analysis - 15 bar	12.00	
Pressure plate, any lower bar	8.00	
Special Soil tests, RR departments		1700-13465
S or B by saturation extract	6.00	
S by MgNO <sub>3</sub> digest	11.00	
Soluble cations (Mg, Ca, Na, K)	16.00	
Total N	7.50	
Special Soil tests, Other UW departments		1700-13465
AB-DTPA Mn, Cu, Pb, Cd, Ni, Mo, or B by ICP	10.00	
AB-DTPA Se or As by Hydride	20.00	
Available phosphate only	8.00	
B by hot water	24.50	
Bulk density	20.00	
Calcium Carbonate equivalent	10.00	
CEC standard (ammon acet - Na acet)	26.00	
CEC (Rhoades method)	42.50	
Coarse fragments	10.00	
Extractable cations – Mg, Ca, Na, K	44.00	
Special Soil tests, other UW departments		1700-13465
Gypsum requirement	23.00	
Gypsum	16.00	
KCl extractable NH <sub>4</sub> N	15.00	

<b>Renewable Resources - Soil Testing</b>	<b>FY 2010</b>	<b>Chart Field</b>
KCl extractable NO <sub>3</sub> N+NO <sub>2</sub> N	15.00	
Mechanical analysis – pipette	50.00	
Nitrate only	3.50	
Organic matter only	15.00	
P by MgNO <sub>3</sub> 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 MgNO <sub>3</sub> digest	22.00	
Soluble cations (Mg, Ca, Na, K)	32.00	
Total N	20.00	

<b>Renewable Resources Solution Analysis</b>	<b>FY 2010</b>	<b>Chart Field</b>
RR departments		
Water dilute extracted solution by ICP	3.50	
S, Hg, As, Se by ICP	4.00	
NO <sub>3</sub> N-NO <sub>2</sub> N	4.00	
Ammonia wet chemistry	4.00	
PO <sub>4</sub> P	4.00	
Other UW departments		
Water dilute extracted solution by ICP	7.00	
S, Hg, As, Se by ICP	8.00	
NO <sub>3</sub> N-NO <sub>2</sub> N	8.00	
Ammonia wet chemistry	8.00	
PO <sub>4</sub> P	8.00	

<b>Research Support, Division of</b>	<b>FY 2010</b>	<b>Chart Field</b>
Services		
Arts and Sciences units	\$15/hr.+ mat.	1700-13136
Other University units	\$25/hr.+ mat.	
Other State agencies	\$50/hr.+ mat.	
Chemical Stockroom		
All units	Cost + 20%	1800-13572

<b>School of Nursing, Nursing Center</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>School of Nursing, Nursing Center</b>	<b>FY 2010</b>	<b>Chart Field</b>
TB skin test	5.00	
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	

<b>Shipping &amp; Receiving</b>	<b>FY 2010</b>	<b>Chart Field</b>
Package handling fee	15% not to exceed \$50	1800-13591

<b>Student Publications</b>	<b>FY 2010</b>	<b>Chart Field</b>
Branding Iron		1401-12693
Display Advertising – per column inch		
National	10.25	
Local	7.45	
Campus	6.60	
Recognized Student Organization/Students	5.60	
Frontiers		1401-12694
Display Advertising		
Full page – color	360.00	
Half page – color	235.00	
Quarter page – color	160.00	
Owen Wister Review		1401-12695
Display Advertising		
Full page	125.00	
Half page	75.00	
Color rate charges vary depending on publication specifications		



<b>Theater Productions</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

<b>Transportation Aircraft</b>	<b>FY 2010</b>	<b>Chart Field</b>
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.	3.75/bnm	1700-16743

<b>University Photo Service</b>	<b>FY 2010</b>	<b>Chart Field</b>
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	

	<b>FY 2010</b>	<b>Chart Field</b>
<b>UW Family Medicine Residency Program at Casper</b>		
Rental of Auditorium Monday through Friday 8AM – 8PM Audio Visual Equipment (if needed)	53.00/day 26.00/day	1700-13539
Saturday and Sunday 8AM – 5PM Audio Visual Equipment (if needed)	80.00/day 26.00/day	
Rental of Conference Room and Classrooms Monday through Friday 8AM – 5PM (no Audio Visual Equipment Available)	26.00/day	

	<b>FY 2010</b>	<b>Chart Field</b>
<b>UW National Park Service</b>		
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

	<b>FY 2010</b>	<b>Chart Field</b>
<b>Wyoming Career Information Service</b>		
Computerized package Community Colleges (no additional long distance telephone charges) Other (long distance telephone charges are additional)	950.00 575.00	1700-13490
Micro-Quest package Information books only Additional materials: Diskette Set of information books Implementation book User's handbook	575.00 275.00 20.00 75.00 25.00 .40	1700-13490

<b>Wyoming Geographic Information Science Center (WYGISC)</b>	<b>FY 2010</b>	<b>Chart Field</b>
<b>Geospatial Training Lab Use Fee</b>		
Off Campus (per day) with Systems Admin. Support	450.00	
On Campus (per day) with Systems Admin. Support	350.00	
Mobile Lab, 13 computer (including staff support) per day	400.00	
Additional System Admin. Support	30.00/hr.	
<b>GPS Units (on campus rates)</b>		
<b>ProXRS</b>		
Per day	40.00	
Per week	160.00	
Per month	480.00	
<b>GEO Explorer 3</b>		
Per day	20.00	
Per week	80.00	
Per month	240.00	
<b>Geo XT</b>		
Per day	25.00	
Per week	100.00	
Per month	300.00	
Data CD duplication	20.00	
<b>Plotting: Large format plotters, per sq foot</b>		
Campus	2.50	
Non-campus	12.00	
<b>Color Copies</b>		
8-1/2 x 11	1.00	
11 x 17	1.50	
ESRI Hardware Keys, each	40.00	

<b>Wyoming Institute for Disabilities/UCEDD</b>	<b>FY 2010</b>	<b>Chart Field</b>
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 2010	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

## 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.

<b>Wyoming State Veterinary Laboratory (WSVL)</b>	<b>FY 2010</b>	<b>Chart Field</b>
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 <b>not</b> 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 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 Fetal Necropsy sample mailers Spinal cord removal <p style="text-align: center;">Histopathology</p> 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	35.00 35.00 60.00 80.00 30.00 20.00 7.00 50.00 35.00	

	FY 2010	Chart Field
<b>Wyoming State Veterinary Laboratory (WSVL)</b>		
(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)	40.00	
Research slides	3.00	
Special stains (cost per stain)	8.00	
Referral slide	12.00	
Cytology (per slide)	35.00	
Cremation for disposal only; small animals only - ( <100lb no ashes returned)	20.00	
Disposal of large carcass - >100lb	1.00/lb	
Immunocytochemistry (per antigen) Except CWD	20.00	
BVDV IHC in-state (sets of 6 samples)	26.00	
BVDV IHC out-of -state (sets of 6 samples)	31.00	
CWD testing on obex or lymph node (per slide)	25.00	
Mare endometrium (per mare)	35.00	
<b>Clinical Pathology Serum Chemistries</b>		
Small Animal Profile (12 chemistries)	26.00	1700-13439
Small Animal Profile (12 chemistries, > 6)	22.00	
Large Animal Profile (12 chemistries)	26.00	
Large Animal Profile (12 chemistries, > 6)	22.00	
Individual chemistries, first sample; each	7.00	
Individual chemistries, 6+ samples, each	5.00	
Electrolytes (Na, K, Cl)	6.00	
Calcium/magnesium (aqueous or CSF)	14.00	
Hematology (CBC + differential)	12.00	
Hematology (CBC + differential, >6)	10.00	
Urinalysis	6.00	
<b>Endocrinology</b>		
Basal T4	\$12.00	
Basal T4 ( > 6)	10.00	
Basal T4 and T3 combined	R	
Equine Pregnancy (PMSG)	16.00	
Other endocrine tests	R	

	FY 2010	Chart Field
<b>Wyoming State Veterinary Lab (WSVL)</b>		
<b>Electron Microscopy</b>		
E.M. negative contrast scan for viruses, per fecal or tissue	20.00	1700-13439
E.M. negative contrast (out of state; feces/tissues submitted)		
E.M. negative contrast (out of state; grids submitted)	50.00	
	25.00	
<b>Parasitology</b>		
Fecal Flotation	8.00	1700-13439
Trichomoniasis culture (first sample)	8.00	
Trichomoniasis culture (3+ samples, each)	6.00	
Tritrichomonas PCR	30.00	
Tritrichomonas PCR (bulk > 10 samples)	25.00	

	FY 2010	Chart Field
<b>Wyoming State Veterinary Lab (WSVL)</b>		
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	

	FY 2010	Chart Field
<b>WSVL</b>		
Regulatory Serology		
Anaplasmosis (ELISA)	7.00	1700-13439
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		
BRSV (SN) **	6.00	1700-13439
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	
PI3 (SN) > 3 samples	5.00	
WNV Equine IgM	15.00	
WNV IgM (2 or more samples)	10.00	
EHV-1 (rhinopneumonitis; SN) **	10.00	
EVA (equine viral arteritis)	12.00	
FIP (ELISA)	20.00	

WSVL	FY 2010	Chart Field
FIV - FeLV combination	25.00	
IBR (SN) **		
1 sample (each)	6.00	
2 or more samples (each)	5.00	
Leptospirosis (5 species: MAT) ** each	10.00	
Leptospirosis (5 species: MAT) > 6 samples	8.00	
LYME (dogs only, ELISA)	R	
MCF serology (ELISA)	5.00	
** 2nd of pair no charge if submitted together		
Progesterone (pregnancy)	R	1700-13439
Pseudorabies (latex agglutination)	5.00	
Toxoplasmosis (latex agglutination)	10.00	
Vesicular stomatitis virus SN (NJ and Ind strains)	15.00	
Vesicular stomatitis virus CF (NJ and Ind strains)	13.50	

WSVL	FY 2010	Chart Field
<p style="text-align: center;">Toxicology</p> 4-Aminopyridine (bait, stomach contents)	35.00	1700-13439
Aflatoxin (kidney, feedstuffs)	R	
Alkaloid screen (urine, stomach contents)	40.00	
Alkaloid confirmation , per hour basis	150.00/hr	
Anticoagulants (liver, kidney, bait)	55.00	
Arsenic (blood, liver, kidney) see element screens	call	
Barium (kidney, serum) see element screens	call	
Botulism (Bioassay)	R	
Cadmium (liver, kidney) see element screens	call	
Calcium (feedstuffs, bone)	20.00	
Calcium/magnesium (Aquesis humor of CSF)	See clin path	
Carbamate insecticide screen (bait, stomach contents)	55.00	
Chloride (serum)	See clin path	1700-13439
Chlorinated hydrocarbons (brain, liver)	R	
Cholinesterase (brain or blood)	10.00	
Chromium (liver, kidney) see element screens	call	
Cobalt (blood, liver) see element screens	call	
Conium (poison hemlock) alkaloid	30.00	
Copper (tissue) see element screens	call	
Copper (serum) see element screens	call	
Cyanide (stomach contents, liver, muscle)	25.00	
Delphinium alkaloids (rumen contents)	30.00	
Dicoumarol (forage)	45.00	
Drug screen (call for specifics)	40.00	
Drug screen confirmation (per hours basis)	150.00	
Ethlene Glycol (urine, stomach contents, kidney, bait)	40.00	
Fluoride (bone)	R	1700-13439
Glutathione (GSH) peroxidase, < 6 samples	35.00	
Glutathione (6 or more samples, each)	call	
Herbicides- call for availability	R	
Ionophore screen (feedstuffs)	40.00	



WSVL	FY 2010	Chart Field
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)	call 22.00 30.00 call call R	
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	
Urea (feedstuffs) Vanadium (liver, kidney) see element screens Vitamin A (serum) Vitamin A (liver) Vitamin E (serum)	R call 22.00 27.00 22.00	1700-13439

WSVL	FY 2010	Chart Field
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 2010	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	