



# Broad-based Fee Waiver

Policy FI007

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Responsible Administrator: Vice President for Finance and Administration

Responsible Office(s): Office of the Bursar; Office of Academic Affairs

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## Policy Statement

This policy has been established in accordance with the State University of New York (SUNY) Policy 7804 entitled Fees, Rentals and Other Charges, Section II: Broad-based Fees General Guidelines. Campuses must adopt individual policies for fee waivers and refunds, which address part-time, non-traditional, online, and off-site students fairly. Fashion Institute of Technology (FIT) shall waive Broad-based Fees for students enrolled in an Exclusively Online Degree Program.

## Reason for the Policy

In accordance with SUNY policy, Broad-based Fee waivers are permissible for unique educational settings and circumstances with the approval of the college President. FIT shall make such provisions for students enrolled in Exclusively Online Degree Programs, which are offered in an exclusively online format.

## Who is Responsible for this Policy

- Office of the Bursar
- Office of Academic Affairs

## Who is Affected by this Policy

- Students who are enrolled in Exclusively Online Degree Programs.
- High school and middle school students who are enrolled exclusively in Precollege Programs.
- Students who are enrolled exclusively in noncredit courses.

## Definitions

- **Broad-based Fees** are fees generally charged to the majority of students to finance discrete activities that benefit the student body. At FIT, these fees include:
  - Student Activity Fee,
  - Health Services Fee, and the
  - Recreation and Athletic Fee.
- **Exclusively Online Degree Program** is an academic program for which *all* the required coursework for program completion is completed via online courses.

## Principles

Broad-based Fees shall be waived for students who are enrolled in an Exclusively Online Degree Program, high school students enrolled exclusively in Precollege, and students who are enrolled exclusively in non-credit courses and do not attend class and/or meet on campus.

This policy applies only to the waiver of Broad-based Fees; all other fees remain the responsibility of the student.

## Responsibilities

- **Office of the Bursar:** The Office of the Bursar shall program and maintain the waiver of Broad-based Fees for all Exclusively Online Degree programs.
- **Office of Academic Affairs:** The Office of Academic Affairs shall make aware to the Office of the Bursar any changes to existing Exclusively Online Degree Programs, as well as notify them of any new, or terminated, Exclusively Online Degree Programs, or courses associated with such programs.

## Procedures

Broad-based Fee waivers are processed automatically at the time of registration. Internal administrative procedures have been developed in accordance with this policy.

## Violations

N/A

## Related Policies

- [Tuition and Fee Reimbursement](#)

## Related Documents

- [Student fees](#)
- [SUNY Policy 7804: Fees, Rentals and Other Charges, Section II: Broad-based Fees General Guidelines](#)

## Contacts

- **Office of the Bursar- Administrative Office**  
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