

2023-2024 Tuition Review Advisory Committee

Agenda

Thursday, September 21, 2023

3:30 pm – 5:00 pm

Zoom Meeting

1. Introductions and review of committee charge [Warwick Arden, Timothy Reid]
2. Discussion of historical Campus Initiated Tuition Increase including (CITI), tuition premium and peer review [W. Arden]
3. Review of 2023-2024 request and other communications received from the System Office [W. Arden]
4. NC State Student Body perspective [T. Reid]
5. Review of Graduate Student Data & Graduate Student Support Plan Projections [Peter Harries]
6. Review of Financial Aid data & Financial Aid projections for 2024-25 [Krista Ringle]

Next Meeting:

Monday, September 25: 1:30 pm – 2:30 pm, via Zoom

MEMORANDUM

TO: **Tuition Review Advisory Committee**
Warwick Arden, Executive Vice Chancellor and Provost, Co-Chair
Timothy Reid, Student Body President, Co-Chair
Margaret Baker, President, University Graduate Student Association
Peter Harries, Dean, Graduate School
Mark Hoversten, Dean, College of Design
Arianna Jenkins, Black Students Board Director
Jeff Joines, Department Head, Graphic and Industrial Design
Charlie Maimone, Vice Chancellor, Finance and Administration
Herle McGowan, Chair of the Faculty
Stephen McGuinness, President, Student Senate
Krista Ringler, Director, Scholarships & Financial Aid
Doneka Scott, Vice Chancellor, Academic and Student Affairs

Non-Voting Members

Adrian Day, Vice Provost for Business Operations and Strategic Resource Management
Helen Chen, Senior Vice Provost for Instructional Programs
Jennifer Coltrane, Assistant Director, Systems Data and Reporting
Barbara Moses, Associate Vice Chancellor for Budget and Resource Management
Margery Overton, Senior Vice Provost for Institutional Strategy and Analysis
Kelly Wick, Chief of Staff and Director of Projects and Planning

FROM: W. Randolph Woodson, Chancellor 

SUBJECT: Charge to Tuition Review Advisory Committee

DATE: September 18, 2022

Thank you for accepting an appointment to the Tuition Review Advisory Committee (TRAC). During your brief cycle of work this fall, I ask TRAC members to thoroughly consider tuition and its related uses for the 2024-25 academic year. Proposed increases are subject to approval by the UNC Board of Governors, who "shall fix the tuition and fees, not inconsistent with actions of the General Assembly at the institutions of higher education ... in such amount or amounts as it may deem best." (NCGS sec. 116-143)

Last year, institutions were instructed by the UNC System Office (System Office) to submit a one-year (2023-24) tuition and fee plan which allowed increases for graduate resident, undergraduate and graduate non-resident students and no increase for undergraduate resident students. In addition, last year institutions were advised that premium tuition requests would be accepted. Based on discussion at the September full Board of Governors meeting, we expect to receive similar guidance in the next couple of weeks regarding this year's process.

I am asking this committee to recommend 2024-25 campus initiated tuition increases (CITI) for my

consideration. The co-chairs who will help guide the work of this year's committee are Executive Vice Chancellor and Provost Warwick Arden and Student Body President Timothy Reid.

Revenue from CITI has traditionally been used to: 1) enhance the student experience through quality and accessibility improvements; 2) support need-based financial aid and graduate student support; and 3) fund faculty promotional increases. The Board of Governors, in its 2014 four-year tuition and fees plan, set a 15% cap on the total tuition dollars that may be used for need-based financial aid. NC State's 2024-25 projected tuition use for need-based financial aid is below the 15% cap, and therefore we believe we will have an opportunity to use tuition towards need-based financial aid if recommended.

The work of the Tuition Review Advisory Committee is critically important. I am asking the committee to proceed with the CITI review and recommendation process focusing on resident tuition rates for only graduate students and non-resident tuition rates for undergraduate and graduate students. I request that TRAC members perform the following functions:

- Review relevant materials relating to tuition, including guidance that comes from the UNC Board of Governors and the System Office.
- Review the 2023 actions on tuition increases and formulate new recommendations for a) changes in the amount of increase, and for b) allocation of the additional funds that might be generated for the 2024-25 academic year.

Your recommendations should be submitted to me by October 10, 2023. A Conference Committee will consider your recommendations and the recommendations of the Student Fee Review Committee and will submit a final set of recommendations to me. The NC State Board of Trustees will ultimately receive TRAC's recommendations for the 2024-25 proposed tuition increase.

The first meeting of the Tuition Review Advisory Committee is scheduled for Thursday, September 21, 2023 from 3:30 - 5:00 pm via Zoom. The subsequent meetings are scheduled for September 25, 2023 and October 3, 2023. Members will receive additional notification and materials in advance of each meeting.

Thank you again for your willingness to serve on the Tuition Review Advisory Committee.

Recent CITI

Tuition Increases

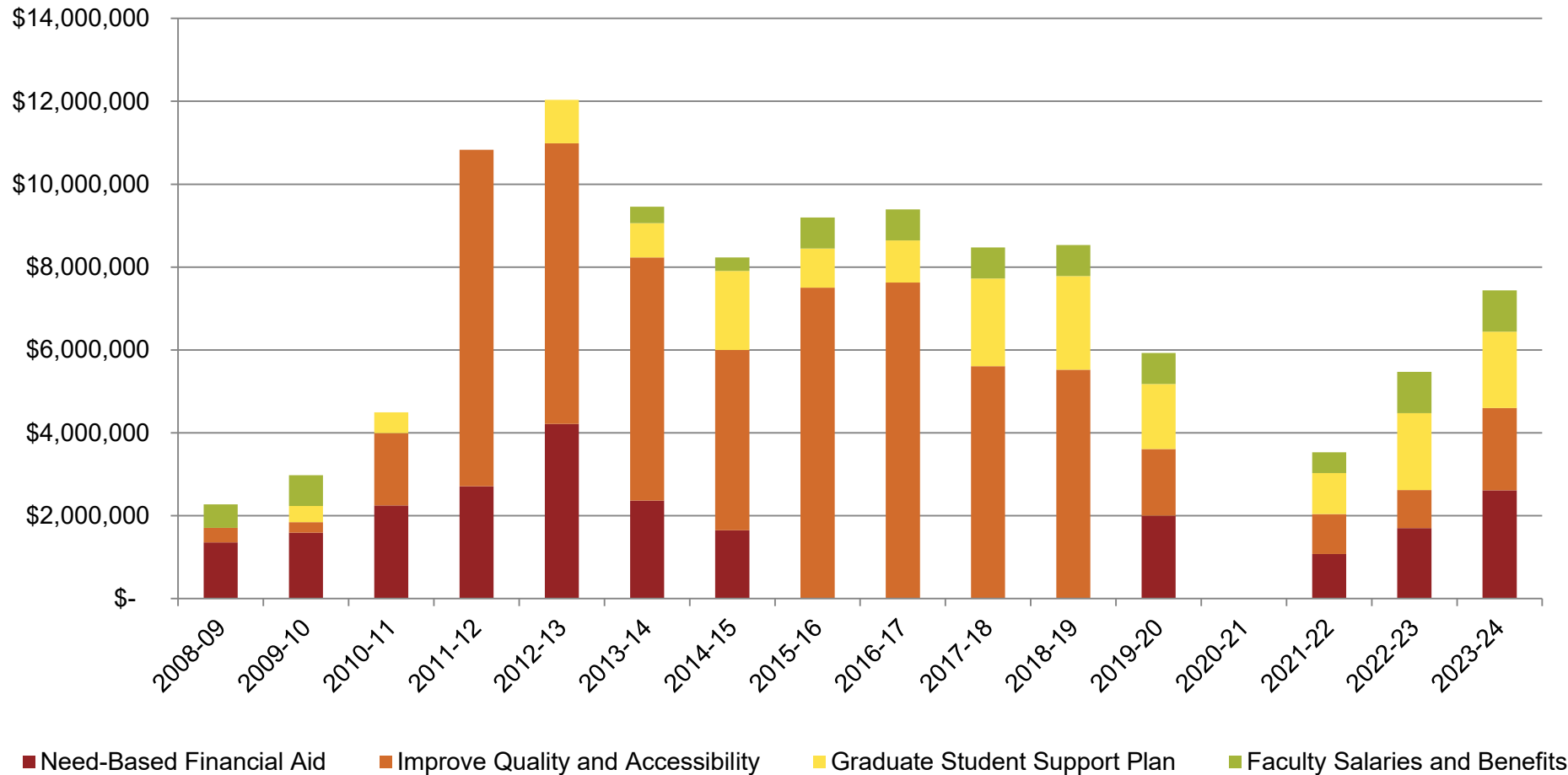
Student Category	2019-20 Increase				2020-21 No Increase				2021-22 Increase				2022-23 Increase				2023-24 Increase			
	% +	\$ +	FTEs	Total \$	% +	\$ +	FTEs	Total \$	% +	\$ +	FTEs	Total \$	% +	\$ +	FTEs	Total \$	% +	\$ +	FTEs	Total \$
UG Residents (all)																				
UG Residents (new)	0.0%	\$0	4,500	\$0	0.0%	\$0	5,500	\$0	0.0%	\$0	5,500	\$0	0.0%	\$0	5,513	\$0	0.0%	\$0	5,757	\$0
UG Residents (continuing)	0.0%	\$0	14,445	\$0	0.0%	\$0	14,131	\$0	0.0%	\$0	14,747	\$0	0.0%	\$0	15,481	\$0	0.0%	\$0	15,354	\$0
UG Non- Residents	3.0%	\$776	2,990	\$2,320,240	0.0%	\$0	2,950	\$0	2.5%	\$666	2,653	\$1,766,898	3.5%	\$956	2,653	\$2,536,268	4.0%	\$1,131	2,714	\$3,069,534
UG Resident per G.S. 116-143.6			N/A				N/A				N/A				N/A				N/A	
Grad Residents	2.0%	\$178	2,910	\$517,980	0.0%	\$0	2,878	\$0	0.0%	\$0	2,886	\$0	0.0%	\$0	3,046	\$0	4.0%	\$364	3,013	\$1,096,732
Grad Non- Residents	4.0%	\$1,016	3,043	\$3,091,688	0.0%	\$0	3,023	\$0	2.5%	\$661	2,665	\$1,761,565	4.5%	\$1,219	2,409	\$2,936,571	4.0%	\$1,132	2,891	\$3,272,612
TOTAL				\$5,929,908				\$0				\$3,528,463				\$5,472,839				\$7,438,878

Recent CITI

TRAC Approved Expenditure Categories

CITI Category	2019-20		2020-21		2021-22		2022-23		2023-24	
	% Total	Total \$	% Total	Total \$	% Total	Total \$	% Total	Total \$	% Total	Total \$
Need-Based Financial Aid	33.7%	\$2,000,000	0.0%	\$0	30.6%	\$1,078,482	31.1%	\$1,703,106	35.1%	\$2,613,295
Improve Quality and Accessibility	27.2%	\$1,611,408	0.0%	\$0	27.2%	\$958,481	16.8%	\$916,853	26.7%	\$1,986,295
Graduate Student Support Plan	26.5%	\$1,568,500	0.0%	\$0	28.1%	\$991,500	33.9%	\$1,852,880	24.7%	\$1,839,288
Faculty Salaries and Benefits	12.6%	\$750,000	0.0%	\$0	14.2%	\$500,000	18.3%	\$1,000,000	13.4%	\$1,000,000
TOTAL RESOURCES	100.0%	\$5,929,908	0.0%	\$0	100.0%	\$3,528,463	100.0%	\$5,472,839	100.0%	\$7,438,878

Campus-initiated Tuition Increases



Recent CITI

Tuition Increases

Student Category	2019-20 Increase				2020-21 No Increase				2021-22 Increase				2022-23 Increase		
	% +	\$ +	FTEs	Total \$	% +	\$ +	FTEs	Total \$	% +	\$ +	FTEs	Total \$	% +	\$ +	FTEs
UG Residents (all)															
UG Residents (new)	0.0%	\$0	4,500	\$0	0.0%	\$0	5,500	\$0	0.0%	\$0	5,500	\$0	0.0%	\$0	5,513
UG Residents (continuing)	0.0%	\$0	14,445	\$0	0.0%	\$0	14,131	\$0	0.0%	\$0	14,747	\$0	0.0%	\$0	15,481
UG Non- Residents	3.0%	\$776	2,990	\$2,320,240	0.0%	\$0	2,950	\$0	2.5%	\$666	2,653	\$1,766,898	3.5%	\$956	2,653
UG Resident per G.S. 116-143.6			N/A				N/A				N/A				N/A
Grad Residents	2.0%	\$178	2,910	\$517,980	0.0%	\$0	2,878	\$0	0.0%	\$0	2,886	\$0	0.0%	\$0	3,046
Grad Non- Residents	4.0%	\$1,016	3,043	\$3,091,688	0.0%	\$0	3,023	\$0	2.5%	\$661	2,665	\$1,761,565	4.5%	\$1,219	2,409
TOTAL				\$5,929,908				\$0				\$3,528,463			

Campus Initiated Tuition Increase
 Revenue and Allocation History (Regular Term)
 As of 9-14-23

CITI Biennial Initiatives reported to OP
 Faculty Salaries and Benefits (Faculty Retention)
 Increase in Institutional Need-Based Financial Aid
 Graduate Student Support Plan
 Quality & Accessibility (Enhanced Institutional Opportunities)
Total Initiatives

2023-24		2022-23		2021-22		2020-21		2019-20	
Revenue	%	Revenue	%	Revenue	%	Revenue	%	Revenue	%
\$ 1,000,000	13.44%	\$ 1,000,000	14.17%	\$ 500,000	14.17%	\$ -	0.00%	\$ 750,000	12.65%
\$ 2,613,295	35.13%	\$ 1,703,106	48.27%	\$ 1,078,482	30.57%	\$ -	0.00%	\$ 2,000,000	33.73%
\$ 1,839,288	24.73%	\$ 1,852,880	52.51%	\$ 991,500	28.10%	\$ -	0.00%	\$ 1,568,500	26.45%
\$ 1,986,295	26.70%	\$ 916,853	25.98%	\$ 958,481	27.16%	\$ -	0.00%	\$ 1,611,408	27.17%
\$ 7,438,878	100.00%	\$ 5,472,839	140.93%	\$ 3,528,463	100.00%	\$ -	0.00%	\$ 5,929,908	100.00%

Allocations to Provost:

A. Salary/Promo Increases

04 Graduate School
 11 CALS
 12 College of Design
 13 College of Education
 14 College of Engineering
 15 College of Natural Resources
 16 CHASS
 17 SCIENCES
 18 College of Textiles
 19 College of Vet Med
 20 Division of Management
 24 Division of Academic and Student Affairs
 31 Undergraduate Affairs
 32 Enrollment Management
 39 International Affairs
 Unallocated - Provost Office

\$ -	\$ -	\$ -	\$ -	\$ -
\$ 207,037	\$ 157,678	\$ 56,716	\$ 68,191	\$ 30,621
\$ 15,343	\$ 22,736	\$ 18,796	\$ 29,006	\$ 25,637
\$ 27,739	\$ 54,445	\$ 577,593	\$ 24,449	\$ 12,816
\$ 240,214	\$ 180,275	\$ 197,818	\$ 236,271	\$ 137,008
\$ 64,411	\$ 51,455	\$ 42,029	\$ 57,060	\$ 28,198
\$ 102,257	\$ 110,678	\$ 101,954	\$ 118,793	\$ 124,038
\$ 145,342	\$ 140,090	\$ 131,414	\$ 170,997	\$ 158,007
\$ -	\$ 36,745	\$ 21,574	\$ 40,520	\$ 18,721
\$ 102,703	\$ 143,761	\$ 81,103	\$ 28,829	\$ 59,554
\$ 33,524	\$ 84,932	\$ 70,384	\$ 96,884	\$ 27,252
\$ -	\$ 4,103	\$ 25,301	\$ -	\$ 7,444
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 61,430	\$ 13,102	\$ -	\$ -	\$ -
\$ 1,000,000	\$ 1,000,000	\$ 500,000	\$ (671,000)	\$ 629,296

Additional Funds Provided By Provost Office

\$ -	\$ -	\$ (624,661)	\$ -	\$ -
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B. Financial Aid Programs

32 Enrollment Management
 Pack Promise

\$ 2,613,295	\$ 1,703,106	\$ 1,078,482	\$ -	\$ 2,000,000
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 2,613,295	\$ 1,703,106	\$ 1,078,482	\$ -	\$ 2,000,000

C. Graduate Student Support Plan

04 Graduate School

\$ 1,839,288	\$ 1,852,880	\$ 991,500	\$ -	\$ 1,568,500
		\$ 991,500	\$ -	\$ 1,568,500

D. Student Centered Programs

04 Graduate School
 11 Ag & Life Sciences
 12 Design
 13 Education
 14 Engineering
 15 Nat Resources
 16 Hum & Soc Sci
 17 Sciences
 18 Textiles
 19 College of Vet Med
 20 Management
 24 Division of Academic and Student Affairs
 25 Libraries
 31 Undergraduate Affairs
 32 Enrollment Management
 34 Information Technology
 38 Equity & Diversity
 39 International Affairs
 Unallocated- Provost Office
 Reserves

\$ 50,000	\$ -	\$ -	\$ -	\$ 65,000
\$ 146,000	\$ -	\$ -	\$ -	\$ 100,000
\$ 100,000	\$ -	\$ -	\$ -	\$ 93,000
\$ 50,000	\$ -	\$ -	\$ -	\$ 106,000
\$ 280,000	\$ -	\$ -	\$ -	\$ 134,433
\$ 286,000	\$ -	\$ -	\$ -	\$ 126,517
\$ 302,500	\$ -	\$ -	\$ -	\$ 161,871
\$ 52,000	\$ -	\$ -	\$ -	\$ 141,146
\$ 100,000	\$ -	\$ -	\$ -	\$ 169,211
\$ 50,000	\$ -	\$ -	\$ -	\$ 100,586
\$ 104,312	\$ -	\$ -	\$ -	\$ 100,000
\$ 362,408	\$ -	\$ -	\$ -	\$ 79,164
\$ 50,000	\$ -	\$ -	\$ -	\$ 235,434
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 53,075	\$ -	\$ -	\$ -	\$ 119,750
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 1,986,295	\$ 916,853	\$ 958,481	\$ -	\$ 1,732,112

Total Regular Term CITI Allocation

\$ 7,438,878	\$ 5,472,839	\$ 3,528,463	\$ (671,000)	\$ 5,929,908
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In-state undergraduates				In-state graduates			
Peer Universities	2020-2021	2021-2022	2022-2023	Peer Universities	2020-2021	2021-2022	2022-2023
Rutgers University-New Brunswick	\$15,003	\$15,804	\$16,263	Rutgers University-New Brunswick	\$19,724	\$20,495	\$21,078
University of Illinois Urbana-Champaign	\$17,213	\$17,634	\$15,713	Michigan State University	\$18,858	\$19,714	\$20,382
Michigan State University	\$15,555	\$15,966	\$15,372	University of Illinois Urbana-Champaign	\$17,912	\$17,823	\$18,131
University of California-Davis	\$14,597	\$14,645	\$14,858	University of Maryland-College Park	\$14,793	\$16,995	\$17,448
Virginia Polytechnic Institute and State University	\$13,749	\$14,174	\$14,586	Virginia Polytechnic Institute and State University	\$16,030	\$16,522	\$17,083
University of Arizona	\$12,384	\$12,404	\$13,275	Georgia Institute of Technology-Main Campus	\$16,258	\$16,764	\$15,570
Texas A & M University-College Station	\$12,296	\$12,204	\$13,238	University of Arizona	\$13,272	\$13,460	\$14,015
Georgia Institute of Technology-Main Campus	\$12,852	\$12,852	\$11,764	University of California-Davis	\$13,598	\$13,608	\$13,906
University of Maryland-College Park	\$10,779	\$10,955	\$11,233	University of Florida	\$12,737	\$12,737	\$12,737
University of Wisconsin-Madison	\$10,742	\$10,720	\$10,796	University of Wisconsin-Madison	\$12,197	\$12,175	\$12,251
Purdue University-Main Campus	\$9,992	\$9,992	\$9,992	North Carolina State University at Raleigh	\$11,673	\$11,703	\$11,700
North Carolina State University at Raleigh	\$9,101	\$9,131	\$9,128	Texas A & M University-College Station	\$10,470	\$10,733	\$10,687
University of Florida	\$6,381	\$6,381	\$6,381	Purdue University-Main Campus	\$9,992	\$9,992	\$9,992
Out-of-state undergraduates				Out-of-state graduates			
Peer Universities	2020-2021	2021-2022	2022-2023	Peer Universities	2020-2021	2021-2022	2022-2023
University of California-Davis	\$44,351	\$44,399	\$44,930	Michigan State University	\$37,056	\$38,638	\$39,876
Michigan State University	\$40,384	\$41,290	\$41,958	University of Maryland-College Park	\$30,885	\$35,755	\$36,598
Texas A & M University-College Station	\$40,526	\$38,855	\$40,139	Rutgers University-New Brunswick	\$32,132	\$33,215	\$34,182
University of Arizona	\$34,667	\$35,153	\$39,577	University of Arizona	\$33,399	\$33,644	\$33,957
University of Maryland-College Park	\$36,891	\$38,638	\$39,469	Virginia Polytechnic Institute and State University	\$30,547	\$31,443	\$32,433
University of Wisconsin-Madison	\$38,630	\$38,608	\$39,427	University of Illinois Urbana-Champaign	\$30,083	\$30,862	\$32,416
Virginia Polytechnic Institute and State University	\$32,893	\$33,857	\$34,838	North Carolina State University at Raleigh	\$28,999	\$29,690	\$30,906
Rutgers University-New Brunswick	\$31,785	\$33,005	\$33,963	Georgia Institute of Technology-Main Campus	\$31,334	\$31,334	\$30,646
University of Illinois Urbana-Champaign	\$36,720	\$37,632	\$33,686	University of Florida	\$30,130	\$30,130	\$30,130
Georgia Institute of Technology-Main Campus	\$33,964	\$33,964	\$32,876	University of California-Davis	\$28,700	\$28,710	\$29,008
North Carolina State University at Raleigh	\$29,220	\$29,916	\$30,869	Purdue University-Main Campus	\$28,794	\$28,794	\$28,794
Purdue University-Main Campus	\$28,794	\$28,794	\$28,794	University of Wisconsin-Madison	\$25,523	\$25,501	\$25,577
University of Florida	\$28,659	\$28,659	\$28,659	Texas A & M University-College Station	\$22,743	\$24,106	\$23,395

Note: As of 9/19/2023, IPEDS data for 2022-2023 was not yet available so the charges for 2022-2023 were pulled from <https://nces.ed.gov/collegenavigator> and <https://www.collegetuitioncompare>

Memorandum

To: Chancellors
Chiefs of Staff
Chief Academic Officers
Chief Financial Officers

From: Jennifer Haygood *JH*
Senior Vice President for Finance & Administration and CFO

Date: September 18, 2023

Subject: Proposals for 2024-25 Campus-Initiated Tuition and Fee Adjustments

President Hans and the University of North Carolina Board of Governors are committed to promoting accessibility and affordability of higher education for all North Carolinians. As student costs have risen across the higher education sector, costs facing students in the University of North Carolina System have steadily declined relative to inflation. This commitment to affordability requires universities to keep operating costs low while maintaining a high quality of education. With this commitment in mind, the Board will consider 2024-25 campus-initiated tuition and fee increases in the situations outlined below.

Attached are guidelines for your use in submitting requests for changes in tuition and fee rates, effective for the Fall Term 2024. After campus proposals are reviewed by the president and his staff, they will be presented to the Board in January and will be considered for approval at the Board's February meeting. The guidance outlined in this memo is based on recommendations of the president and the Board, the UNC policies 1000.1.1 and 1000.1.2 – *Policy on Tuition Rates* (Attachment 1) and *Policy on Student Fees* (Attachment 2).

Undergraduate Tuition

- **No tuition increases are allowed for resident undergraduate students.** Combined tuition and fee rates for undergraduate residents shall continue to remain in the bottom quartile of an institution's public peers.
- **Increases are allowed for nonresident undergraduate students.** Institutions should continue to follow the traditional process for recommending campus-initiated tuition changes for nonresident undergraduate students. Combined tuition and fee rates for these students should be market driven and reflect the full cost of providing a quality education. Proposals for increases must justify both the need for the increase and why it is not expected to negatively impact enrollment. In addition, a goal of each campus should be setting nonresident rates at or above the third quartile of each institution's public peers.

Graduate and Professional School Tuition

The Board will consider school-based and campus-initiated changes for tuition for graduate and professional programs that have been approved by the Board of Governors. Institutions must use the Board's tuition and fee policy as a guideline in developing recommendations for establishing graduate and professional school tuition rates.

The tuition and fee policy states, "Graduate and professional schools should establish rates consistent with each program's unique market and academic requirements." Tuition for graduate and professional students will be set with an emphasis on maintaining and increasing the excellence of the institution's graduate and professional programs, as well as ensuring access. Proposals for increases must justify both the need for the increase and why it is not expected to negatively impact enrollment. Please do not submit requests for school-based tuition for graduate programs that have not been previously approved by the Board of Governors.

NC Promise Institutions (ECSU, FSU, UNCP, and WCU)

The 2016 General Assembly set up a tuition buy-down program for Elizabeth City State University, University of North Carolina at Pembroke, and Western Carolina University that began with the 2018-19 academic year. Fayetteville State University was later added to the program beginning in the 2022-23 academic year. The 2024-25 tuition for undergraduate residents will be \$500 per semester and \$2,500 per semester for undergraduate nonresidents. The cost of the foregone tuition receipts will be offset by an appropriation to increase the UNC System budget, subject to funding availability. Changes to the buy-down rate will be considered during the budget allocation process.

ALL TUITION CHANGE PROPOSALS MUST BE ACCOMPANIED BY A DETAILED JUSTIFICATION ON THE USE OF THE INCREASED FUNDS.

Mandatory Fees (including debt service fees)

In accordance with UNC Board policy, the Board of Governors is responsible for establishing fees at the constituent institutions of the UNC System consistent with the philosophy set forth in the North Carolina Constitution. Fees will be charged only for limited, dedicated purposes and shall not be used to defray the cost of general academic and administrative operations of campuses, including academic programs and faculty and administrative salaries and benefits.

For 2024-25, the Board of Governors will consider increases to mandatory fees subject to the 3 percent statutory cap that are critical to maintaining core activities supported by the fee. The Board will closely scrutinize proposals to ensure that they meet this standard. The Board of Governors will not consider fee increases intended to support any expansion of services and will not consider increases that are non-critical. Notwithstanding the above, increases may be proposed that are offset by a commensurate decrease to another fee. This flexibility does not extend to debt service fees that would otherwise be scheduled to sunset because the associated debt service has been paid in full.

All increase proposals must be accompanied by an expenditure plan showing how the additional revenues are critically important for the fee-supported activity, including a description of why alternative sources or expenditure reductions are insufficient for addressing the needs of the fee-supported activity. Decrease proposals must describe the impacts of the reduced revenues.

Special Fees

Special fees are only applicable to students engaged in particular activities or courses of study. These fees may not be used to supplement general academic revenues that will be provided from campus-initiated tuition increases. Increases to existing special fees will only be considered if it is critical to cover inflationary cost increases associated with an existing fee. Only well-justified proposals will be approved. The Board will closely scrutinize proposals and will not approve increases that do not meet this standard.

New special fees may only be proposed for newly approved programs. New special fees for existing programs will not be considered.

Application Fees

Application fees shall remain at the established rates for each institution.

Student Involvement and Use of Funds

Tuition and fee proposals must be accompanied by the *Student Involvement in Tuition and Fee Setting Process* form (Attachment 3). Additional information from your institution supporting your student involvement may also be transmitted with your tuition and fee package.

Attachments

Please see a list of attachments below needed for completion of the tuition and fee cycle for the 2024-25 academic year.

Completion Date

We appreciate your efforts in providing the requested information. Tuition and fee packages are due by **Friday, December 1, 2023**. In addition to any correspondence sent to the UNC System Office, please contact Aubrey Clark-Brown (aclarkbrown@northcarolina.edu) if you have any questions about the process and email him the completed Excel workbook of your tuition and fee package. Campus summary information must also be entered into the NCHED web-based system.

Thank you for your assistance.

Att. 1: *Policy on Tuition Rates* – UNC Policy Manual 1000.1.1

Att. 2: *Policy on Student Fees* – UNC Policy Manual 1000.1.2

Att. 3: *Student Involvement in the Tuition and Fee Setting Process*

Other Attachments: Excel Workbook Supporting Tuition and Fee Requests
NCHED Tuition and Fees User Manual (for data entry into web-based system)
(Emailed separately to the Budget Officers)

cc: President Peter Hans
Chief Operating Officer Michael Vollmer
Chief of Staff Norma Houston
Acting Senior Vice President David English
Vice President Brandy Andrews
Assistant Vice President Aubrey Clark-Brown