



11.2.5.1 Continuing Education Fees

Policy Statement

Pursuant to the policies of the University System of Georgia, The University of Georgia shall prepare an operating budget for educational and general activities and an operating budget for auxiliary enterprises for the institution for each fiscal year within the limit of funds allocated plus estimated internal income of the institution.

Reason for policy

The University of Georgia budget is designed as a comprehensive fiscal plan for implementing its mission as a land-grant and sea-grant University with statewide commitments and responsibilities, as the State's oldest, most comprehensive, and most diversified institution of higher education. Our motto, "to teach, to serve, and to inquire into the nature of things," reflects the University's integral and unique role in the conservation and enhancement of the state's and Nation's intellectual, cultural, and environmental heritage. The implied values of the budget as a comprehensive fiscal plan for the institution include accountability, efficiency and efficacy.

Procedures

Continuing Education and Tuition for Distance Learning Courses and Programs: Special tuition rates for distance education courses and programs may be charged. Distance learning courses and programs are defined as those courses and programs in which 95% or more of class contact time is delivered by a distance technology. Special tuition rates may also be charged as part of agreements with customers, defined as corporations, organizations, agencies, or other legal entities, for the delivery of credit courses and programs. The course/program delivery shall be restricted to members of the customer group and their dependents, except upon agreement between the institution and the customer to permit nonmembers or nonemployees to enroll in courses/programs on a space-available basis.

Forms/Instructions

There are no forms associated with this policy.

Additional contacts

Policy Contact: Budget Office

Phone Number: 706-542-2802

Email: budgets@uga.edu

Policy definitions

Distance Technology - Courses that are conducted (51 percent or more) are either hybrid, blended or 100% whole instruction. Massive open online courses, offering large-scale interactive participation and open access through World Wide Web or other network technologies.

Responsibilities

Responsible University Senior Administrator: Vice President for Finance & Administration

Responsible University Administrator: Associate Vice President - Finance Division

Policy Owner: Budget Division

Policy Contact: University Budget Office

Phone Number: 706-542-2802

Email: budgets@uga.edu

Record Retention

Description: This series includes: operating budget expense by categories and functions report; estimated gifts, grants, contracts and clearing account summary report; student fee income and application of funds report; statewide public service source and application of funds; other reports specified by the Chancellor's Office; and institutional budget preparation instructions.

Retention: Annual operating budget: PERMANENT; All other records: 7 years.

Policy Appendices

There are no appendices associated with this policy.

FAQs

There are no FAQs associated with this policy.

Related information

See the University System of Georgia Board of Regents Business Procedures Manual for Original Budget:

http://www.usg.edu/business_procedures_manual/section8/manual/8.5_original_budget

See the University System of Georgia Board of Regents Policy Manual for additional details about operating budget policies and budget amendment policies:

BOR Policy Manual

See the University System of Georgia Board of Regents Business Procedures Manual for additional details about operating budget processes and budget amendment processes:

http://www.usg.edu/business_procedures_manual/

See the University System of Georgia Board of Regents Records Management and Archives for additional details about records retention:

http://www.usg.edu/records_management/

Policy Dates

Effective Date:

Date Last Updated: 04/25/2017

Date of Last Review:

Date of Approval:

Previous Version of Policy: