



1.a. Course Prefix and Course Number:

1.b. Previous Course Number (Move):

2. Dollar Amount of Proposed Fee:

Please list contact person in case of ?s

3. Projected Revenue per Fiscal Year:

**A detailed explanation/justification of how the proposed fee will be used to benefit the student must be provided below. Include in your justification:**

1. Estimate the number of students involved per semester (Summer, Fall, Spring).
  2. Estimate the total dollar amount of projected revenue per semester (Summer, Fall, Spring).
  3. Historical total cost (of purchases) per student (if the request is to modify an existing fee).
  4. Anticipated percentage of the total costs (of purchases) that would be covered by this fee.
  5. An itemized list of materials to be purchased with fee revenue.
  6. What alternative step(s) would be taken if the fee request is not granted?
  7. For adding or increasing a fee, explain how student input was solicited. Is the change supported by the students?
- Type your justification in the space below. (Box will expand to fit when you exit the field. If additional space is needed, please attach additional support documentation.)