

UNIVERSITY OF NEW HAMPSHIRE

Special Fee Form

Today's Date:

EFFECTIVE
BEGINNING YEAR

Select a College or
Program

Dept

Subject

Select Term

Fall January Term

Spring Summer

REQUEST TO

Course #*

Check here if fee is to be charged per credit

Fee Amount

Previous Amount

*If multiple courses list dept/course numbers fee applies to here:

Enter Fee Description (will only appear on student bills, e.g. ANSC 400 lab fee). 25 character limit including spaces.

BANNER ACCOUNT INFORMATION

Fund Org Account Program Activity Percent

Account 1

Detail Code

Undergraduate

Account 2

Graduate

Account 3

Breakdown of Total Charge/s:

Amount:

Tuition:

\$

Excursion Fees; Program Fees:

\$

Transportation, Room & Board, Insurance:

\$

Other, please explain:

\$

Justification for fee:

Department Chairperson

Approve

Deny

Date

Vice President for Academic Affairs

Approve

Deny

Date

Associate Dean of College

Approve

Deny

Date

Registrar's Office

Added to Course Description

Coded on Course

BUSINESS OFFICE

Code

Type

Activity Date

Category

Ptype

Priority

Like Term

Rfdn

Rcpt

Reg rfnd

PBill Prt

Defaults

Prod

1

2

Test

Notes:

Business Office Signature

Date

Copy to Dean

Registrar Notified

Revised 3/2014