

REDUCED TUITION GUIDELINES FOR UNIVERSITY OF ARIZONA PROGRAMS

Purpose: To provide guidance for the consistent application of ABOR Policy, Chapter 4, Section 103: Proposals for Tuition and Fees.

§ 4-103 (E) reads: “At the discretion of the university president:

1. A university may charge a tuition rate less than the adopted rates for certain sessions or programs including programs for high school students.
2. A university may charge a tuition rate or fees different than the established rates or fees for education services provided through a contract with a third party.
3. A university may charge a per unit tuition rate for students taking fewer credit hours than required for a full-time rate. The per unit rate is prorated based on the full-time rate and may vary by student level, residency, school, or college.”

Background: The university president has discretion to charge a tuition rate that is lower than the base tuition rate for unique programs that provide a strategic benefit to the university.

The UA is committed to encouraging access to high-quality academic certificate and degree programs through multiple delivery methods that serve diverse student populations. This comes with a recognition that particular programs may be targeted to audiences that may not be able to pay current base tuition or out-of-state tuition rates. It may also be in the best interest of the institution to charge a rate that is below base tuition or out-of-state rates, as some students may be enrolled in programs that only include course- or program-specific deliverables which may lead to enrollment in full programs at the base tuition or out-of-state rates.

Accordingly, the UA wishes to set clear guidelines regarding when 4-103 (E) may be applied to meet these or other unique program needs. These guidelines inform the university community of the factors the president may elect to consider in exercising that discretion, and set forth the process by which such a determination is made. (Note: for programs requiring tuition at the base rates or higher, ABOR approval must be obtained according to 4-103.)

Programs applying for exemption under 4-103 (E) must meet the following, UA-specified criteria:

1. The application must apply to all students participating in the program or taking the particular course or courses.
2. Projected enrollment must be predominantly part-time during the fall or spring terms, unless specifically expressed and pre-approved by the president, such as programs that enroll international students that are required to maintain full-time enrollment according to their student visa. Enrollments during a summer or winter term may be comparable to traditional student loads.

Units requesting approval from the university president to set tuition that is lower than Board-approved base tuition should establish that the program is revenue-positive, sustainable, and will not result in a subsidy of tuition, necessary financial aid, administrative overhead, or program costs; or, if it is unable to do so, that the program meets one or more of the following criteria:

1. The program serves a compelling public policy goal consistent with UA goals by serving:
 - a. students that historically do not enroll in residential Tucson-based full-time campus programs;
 - b. time- and place-bound students or underserved audiences;
 - c. highly mobile students (such as military audiences), where high tuition rates might be a disincentive for degree completion; or,
 - d. students engaged in degree-attainment for high demand job placements in the State of Arizona.
2. The course or curriculum is in high demand or of high public interest in the state, nationally or globally such that there is a significant likelihood that foregone out-of-state tuition revenue will be significantly overcome by economies of scale.
3. The course or program meets a particular market opportunity or establishes a sustainable and revenue-positive competitive advantage.
4. The program tuition is supported by grant, gift, or contract, and the tuition cost without the exception is not competitive with the offerings of competing providers.
5. The course or program serves internal university goals, such as assisting students with on-boarding to the University, or retaining students from term-to-term.

The above guidelines notwithstanding, the final decision to charge a tuition rate that is lower than the base tuition rate for unique programs rests with the university president, consistent with 4-103 (E).

Process: The department head or unit director submits a request form for exemption under Section 4-103 (E) to the college Dean or applicable Senior Vice President for approval. From there, it is routed to the Vice Provost for Online and Distance Education, who will review with the Budget Office and convey a formal recommendation to the President, via the Provost.

REQUEST FOR REDUCED TUITION FOR UNIVERSITY OF ARIZONA PROGRAMS

Program Name:

Department:

Courses/Program to which the tuition limitation will apply:

Please answer the following questions:

- | | <u>Yes</u> | <u>No</u> |
|--|------------|-----------|
| 1. Is this a program with tuition lower than ABOR-approved tuition? | X | |
| 2. Does this proposal apply to all students participating in the program or taking the particular course or courses? | X | |
| 3. Are the projected students predominantly part-time? | X | |

Additional facts to consider (attach a narrative addressing any or all factors to be considered, not to exceed two pages).

Department Head/Director

Date

Dean/Senior Vice President

Date

- _____ Approved
- _____ Approved with restrictions (e.g., length of grant period)

Restrictions: _____

- _____ Denied

President

Date