

BOARD OF REGENTS POLICY ON STUDENT ACTIVITY FEE

In the state of Georgia, each institution must recommend to the Board of Regents the Student Activity Fee proposed to charge each student. The Board, after investigation by its staff, shall approve or disapprove the recommendation. When approved by the Board, such fees are mandatory, and the fees so collected are subject to the control and audit of the Board of Regents and the institutions concerned.

To ensure the legal expenditure of such funds, the president and the chief business officer of each institution shall annually review the budget for the proposed use of such fees and the president shall certify to the Board of Regents that the proposed expenditures for such fees are for educational, cultural, recreational, or social purposes for the benefit of the students.

The Treasurer of the Board of Regents shall cause an annual audit to be made of such expenditures at each institution and shall determine whether such fees have been expended for the limited purposes intended. Title to all property purchased from Student Life funds shall vest in the Regents of the University System of Georgia.

All Student Activity fees collected by an institution shall be budgeted and administered by the President, using proper administrative procedures, which shall include the advice and counsel of a Student Fee Committee to evaluate all mandatory fees assessed to students. The Student Fee Committee must include the following representation:

- Part time and online students are required to be represented
- SGA shall nominate at least 50% of Elected Representatives
- Administration may nominate up to 25% of student representatives

Institutions will document that a campus wide fee education outreach effort has taken place - Proposals for new fees or for increasing any existing individual fee by 20% or more will require the institution to conduct a campus-wide student referendum in which a majority votes cast must be in favor of the fee increase. This requirement is waived for proposed increases required for debt service coverage.

All payments from Student Activity Fee funds shall be made according to the appropriate business practices of the institution. All payments from Student Activity Fee funds shall be made by the chief business officer of the institution upon receipt of a properly approved invoice or contract (Policy Section 7.3.2.1 Mandatory Student Fees, effective fall 2022).