

**UNIVERSITY OF WISCONSIN - PARKSIDE
REQUEST FOR SPECIAL COURSE FEE**

Request that fee be: Added (New) Revised Renewed or Deleted

Department: _____ Fund: _____ UDDS: _____ Activity: _____

Course Number (and section, if applicable):

Title:

Cross-listed or offered concurrently with:

UW System Administration mandates that the University publish all expenses, above tuition and related institutional fees, that are required for a class. Therefore, the fees reflected on this form will appear in the course schedule each semester that the class is offered until the fee has been changed by submission of another form or the approval has expired.

	Current (if applicable)	Proposed
Annual enrollment:	_____	_____
Annual expenses:	\$ _____	\$ _____
Fee (per student):	\$ _____	

Each student is to be charged: \$ _____
 Is this amount installable (3 payment plan) ? yes no

Fee to be charged ONLY for _____ **or** _____ **to remain in effect until next approval deadline ***
(semester / year) (* all fees must be resubmitted for approval with catalog materials)

Justification of Fee (consult UWSA FAP G29: Special Course fees):

SIGNATURES	DATE	APPROVED	REJECTED
Department Chair:			
Dean:			
Provost/VC:			