

**BOARD OF REGENTS
BRIEFING PAPER**

1. AGENDA ITEM TITLE: UNLV School of Medicine Proposal for Student Application Fee

MEETING DATE: June 8-9, 2017

2. BACKGROUND & POLICY CONTEXT OF ISSUE:

Students applying to medical schools use a national, third-party web-based general application, of which UNLV is a part. The fee for this national application (“AMCAS”) is a \$160.00 initial fee plus \$37.00 for each additional school. However, medical school admission programs, including UNLV, also require a secondary application. The secondary application requires additional data and provides information used to assist UNLV in the selection process. All medical schools in the United States charge a secondary application fee to offset the high cost of operating admissions programs, which are a significant cost to medical schools. UNLV School of Medicine seeks approval for a one-time student application fee to support the cost of the application and admissions processes.

The fee proposed in this request will be effective the Fall of 2017.

3. SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:

UNLV President Len Jessup requests Board approval of the proposed UNLV School of Medicine student application fee in the amount of \$75 per application to the School of Medicine when submitting the secondary application form during the admissions process.

4. IMPETUS (WHY NOW?):

The UNLV School of Medicine submitted proposed student fees at the December 1-2, 2016 Board of Regents meeting for approval, effective Fall 2017. The application fee was not identified at that time as applications are handled through a third-party web based processing system. Consequently, UNLV is requesting that the proposed fee be reviewed outside of the normal fee cycle so that it can be included in the state fee revenue budget for FY18 to allow for appropriate planning for the upcoming 2017-2018 academic year.

5. BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:

- All medical schools in the US charge a secondary application fee. Fees range from \$50 to over \$150.
- This is the only application fee paid by students when applying for admission to the UNLV School of Medicine.
- UNR School of Medicine charges a secondary application fee of \$75 per applicant.
- Admissions programs are significant budget item for UNLV School of Medicine. Revenue collected from this fee helps support those admissions programs.
- Information in the secondary application is in addition to data in the primary application and provides information needed by UNLV to select the best applicants for the mission of the medical school. This information is not collected by any other method.
- Most applicants who complete the secondary application will be invited to interview. Many medical schools require this fee by all applicants whether they will be interviewed or not. UNLV screens applications before the secondary fee so applicants don't spend money by submitting the secondary application when they will not be invited for an interview.
- Number of students impacted – estimated at approximately 400 medical school applicants annually.

6. POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:

The application fee imposes a financial burden on applicants to the UNLV School of Medicine.

7. ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:

The alternative would be to not charge a student application fee, which would require the cost of the admissions process, including the third-party web-based application processing fee per student, to be paid from other sources.

8. COMPLIANCE WITH BOARD POLICY:

- Consistent With Current Board Policy: Title # **4** Chapter # **17** Section # **21**
- Amends Current Board Policy: Title # _____ Chapter # _____ Section # _____
- Amends Current Procedures & Guidelines Manual: Chapter # **7** Section # **12**
- Other: _____
- Fiscal Impact: Yes No _____

Explain: Revenue from this student fee is estimated at \$30,000 per year. This is needed to help fund UNLV School of Medicine admissions costs. This fee will be budgeted in the UNLV School of Medicine state appropriation and will be reported in the state budget report in the Miscellaneous Student Fees category.

**NEVADA SYSTEM OF HIGHER EDUCATION
PROCEDURES AND GUIDELINES MANUAL**

CHAPTER 7 FEES AND TUITION

Section 12. Student Fees

A. STANDARD STUDENT FEES

The following student fees have been reviewed and approved by the Board of Regents (institutions may charge up to the amount approved).

Description	UNLV	UNR	NSC	CSN	GBC	TMCC	WNC
Academic Success Initiatives Fee (per undergraduate student enrolled in 1 or more credits)	25.00	25.00	N/A	N/A	N/A	N/A	N/A
Academic Success Initiatives Fee (per graduate student enrolled in 1 or more credits)	N/A	5.00	N/A	N/A	N/A	N/A	N/A
Advance Deposit – Freshman	N/A	250.00	N/A	N/A	N/A	N/A	N/A
Advance Deposit – Physical Therapy Doctoral Student	500.00	N/A	N/A	N/A	N/A	N/A	N/A
Application or Admission Fee (Except law students at UNLV)	20.00	20.00	10.00	20.00	10.00	20.00	15.00
Application Fee-School of Dental Medicine at UNLV	75.00	N/A	N/A	N/A	N/A	N/A	N/A
Application Fee-School of Medicine at UNLV	75.00	N/A	N/A	N/A	N/A	N/A	N/A
Application Fee-William S. Boyd School of Law at UNLV	50.00	N/A	N/A	N/A	N/A	N/A	N/A
Application Fee- International Students	N/A	N/A	N/A	25.00	25.00	25.00	N/A
A+ Certification	N/A	N/A	N/A	N/A	334.00	N/A	N/A
BS-MD & Post Baccalaureate Programs Application Fee	N/A	35.00	N/A	N/A	N/A	N/A	N/A
Counseling Services, UNR (Mandatory for UNR undergraduate and graduate students with 6 or more credits and for School of Medicine students in Reno. Voluntary for UNR undergraduate and graduate student with less than 6 Credits)	N/A	50.00	N/A	N/A	N/A	N/A	N/A
Credential Evaluation Fee							
U.S. Citizen	40.00	40.00	20.00	N/A	N/A	N/A	N/A
F-1 Visa	75.00	75.00	75.00	N/A	N/A	N/A	N/A
Non-Degree Student	30.00	N/A	N/A	N/A	N/A	N/A	N/A
Dissertation Fee	N/A	95.00	N/A	N/A	N/A	N/A	N/A
Executive Masters of Healthcare Administration Program Fee	150.00/cr.	N/A	N/A	N/A	N/A	N/A	N/A

Description	UNLV	UNR	NSC	CSN	GBC	TMCC	WNC
Executive Masters of Hospitality Administration Program Fee	510.00/cr.	N/A	N/A	N/A	N/A	N/A	N/A
Executive MBA Program Fee	4,100.00/sem	N/A	N/A	N/A	N/A	N/A	N/A
GPSA Graduate Special Fee	18.00	N/A	N/A	N/A	N/A	N/A	N/A
Graduate Orientation and Professional Development Fee	35.00	N/A	N/A	N/A	N/A	N/A	N/A
Graduation, Diploma or Certificate Fee, all programs	75.00	75.00	20.00	N/A	20.00	N/A	25.00
Identification Card	N/A	11.00	5.00	2.00	N/A	2.00	N/A
Identification Card Replacement	20.00	N/A	5.00	2.00	N/A	N/A	N/A
International Student Teaching	350.00	N/A	100.00	N/A	N/A	N/A	N/A
Judicial Thesis Fee	N/A	105.00	N/A	N/A	N/A	N/A	N/A
Late Application for Graduation	20.00	5.00	N/A	N/A	N/A	N/A	N/A
Math Enhancement per course	20.00	N/A	N/A	N/A	N/A	N/A	N/A
MBA Program Orientation Fee	250.00	N/A	N/A	N/A	N/A	N/A	N/A
MD Admissions Secondary Application Fee	N/A	75.00	N/A	N/A	N/A	N/A	N/A
National Student Exchange Application Fee	100.00	100.00	N/A	N/A	N/A	N/A	N/A
New Student Fee	N/A	150.00	N/A	20.00	N/A	N/A	N/A
Orientation	N/A	N/A	20.00	N/A	N/A	N/A	N/A
Orientation, two-day	120.00	N/A	N/A	N/A	N/A	N/A	N/A
Orientation, new graduate students	N/A	35.00	N/A	N/A	N/A	N/A	N/A
Performing Arts Fee (per undergraduate or graduate student enrolled in 1 or more credits)	N/A	5.00	N/A	N/A	N/A	N/A	N/A
Rebel Recycling Fee	1.00	N/A	N/A	N/A	N/A	N/A	N/A

Description	UNLV	UNR	NSC	CSN	GBC	TMCC	WNC
Reinstatement Fee, per term or session (for students whose registration or enrollment was cancelled due to non-payment of fees)	75.00	100.00	N/A	N/A	N/A	N/A	N/A
School of Dental Medicine Deposit (non-refundable)		N/A	N/A	N/A	N/A	N/A	N/A
1 st deposit due prior to 6/1	750.00						
2 nd deposit due by 6/1	1000.00						
Student accepted after 6/1	1750.00						
School of Dental Medicine Special Fee	5,100/sem.	N/A	N/A	N/A	N/A	N/A	N/A
School of Health Sciences – TMCC – Dental Hygiene Inst. Kits (optional to purchase through TMCC’s Vendors)	N/A	N/A	N/A	N/A	N/A	1000.00 to 1500.00	N/A
School of Health Sciences – CSN Dental Hygiene Instruments Year 1 (optional to purchase through CSN)	N/A	N/A	N/A	4041.00	N/A	N/A	N/A
School of Health Sciences – CSN Dental Hygiene Instruments Year 2 (optional to purchase through CSN)	N/A	N/A	N/A	1852.00	N/A	N/A	N/A
Dexterity & Spatial Test (Dental/Surgical Tech)	N/A	N/A	N/A	25.00	N/A	N/A	N/A
Dexterity & Spatial Test – Retake (Dental Hygiene)	N/A	N/A	N/A	5.00	N/A	N/A	N/A
Dexterity & Spatial Test – Retake (Surgical Tech)	N/A	N/A	N/A	5.00	N/A	N/A	N/A
Toxicology Screen	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CNA Test (Written)	N/A	N/A	N/A	30.00	30.00	N/A	N/A
CNA Test (Skills)	N/A	N/A	N/A	90.00	90.00	N/A	N/A
Practical Nursing Pre-entrance Exam	N/A	N/A	N/A	10.00	N/A	N/A	N/A
Nursing Pre-entrance Exam	N/A	N/A	N/A	10.00	N/A	N/A	N/A

Description	UNLV	UNR	NSC	CSN	GBC	TMCC	WNC
Dental Hygiene (TEAS)	N/A	N/A	N/A	35.00	N/A	N/A	N/A
Cardio Respiratory Sciences (TEAS)	N/A	N/A	N/A	35.00	N/A	N/A	N/A
Nursing Central Access	N/A	N/A	175.00	N/A	N/A	N/A	N/A
School of Dental Medicine Student and Resident Activity Fee	50.00	N/A	N/A	N/A	N/A	N/A	N/A
Special Examination Fee (Pass-Through) An additional \$25 administrative charge may be added to the pass-through cost.	25.00	25.00	25.00	25.00-350.00	25.00-150.00	25.00-255.00	25.00-150.00
Student Association Fee							
Undergraduate/per credit	1.97	5.00	N/A	N/A	N/A	1.00/cr.	N/A
Graduate/per credit		N/A	N/A	N/A	N/A	N/A	N/A
Effective Fall 2017	5.50	N/A	N/A	N/A	N/A	N/A	N/A
Effective Fall 2018	6.00	N/A	N/A	N/A	N/A	N/A	N/A
Effective Fall 2019	6.50	N/A	N/A	N/A	N/A	N/A	N/A
Effective Fall 2020	7.00	N/A	N/A	N/A	N/A	N/A	N/A
Student Success Fee	N/A	N/A	8.75/cr.	N/A	N/A	N/A	N/A
Student Support Activities		N/A	N/A	N/A	N/A	N/A	N/A
Undergraduate Fee/per credit							
Effective Fall 2017	1.50						
Effective Fall 2018	2.00						
Effective Fall 2019	2.50						
Effective Fall 2020	3.00						
Student Placement Testing Fee	N/A	N/A	N/A	N/A	N/A	N/A	15.00
Study Abroad Scholarship Fund Fee, per student, per semester	2.00	N/A	N/A	N/A	N/A	N/A	N/A
Summer Advising	1.00/cr.	N/A	N/A	N/A	N/A	N/A	N/A
Technology Fee – Regular	8.00/cr.	6.00/cr.	4.00/cr.	5.00/cr.	4.00/cr.	5.00/cr.	5.00/cr.
Technology Fee – iNtegrate	3.00/cr.	3.00/cr.	1.50/cr.	1.50/cr.	1.50/cr.	1.50/cr.	1.50/cr.
Thesis Fee	N/A	85.00	N/A	N/A	N/A	N/A	N/A
University of Nevada, Reno School of Medicine Student Administrative Fee	N/A	548.00	N/A	N/A	N/A	N/A	N/A

<u>Description</u>	<u>UNLV</u>	<u>UNR</u>	<u>NSC</u>	<u>CSN</u>	<u>GBC</u>	<u>TMCC</u>	<u>WNC</u>
University of Nevada, Reno School of Medicine National BME Subject Exam Fee Year 1	N/A	450.00	N/A	N/A	N/A	N/A	N/A
University of Nevada, Reno School of Medicine Visiting Student Elective Fee	N/A	150.00	N/A	N/A	N/A	N/A	N/A
University of Nevada, Reno School of Medicine Simulation Lab Fee, per year	N/A	700.00	N/A	N/A	N/A	N/A	N/A
University of Nevada, Reno School of Medicine Anatomy Lab Fee, Year 1	N/A	250.00	N/A	N/A	N/A	N/A	N/A
University of Nevada, Reno School of Medicine Multidisciplinary Lab Fee, Year 2	N/A	150.00	N/A	N/A	N/A	N/A	N/A
University of Nevada, Reno School of Medicine Wellness Fee, per year	N/A	25.00	N/A	N/A	N/A	N/A	N/A
UNLVSOM Lab Support Fee	2,000.00	N/A	N/A	N/A	N/A	N/A	N/A
UNLVSOM Student Research Project Fee	500.00	N/A	N/A	N/A	N/A	N/A	N/A
UNLVSOM NBME Exam Fee, Years 1, 2 & 3	640.00	N/A	N/A	N/A	N/A	N/A	N/A
UNLVSOM USMLE Board Exam Preparation Fee	468.00	N/A	N/A	N/A	N/A	N/A	N/A
UNLVSOM Simulation Lab, Years 1, 2 & 3	1,500.00	N/A	N/A	N/A	N/A	N/A	N/A
UNLVSOM Medical School Student Administrative Fee	950.00	N/A	N/A	N/A	N/A	N/A	N/A
William S. Boyd School of Law Deposit (non-refundable) 1 st deposit due no sooner than April 1	500.00	N/A	N/A	N/A	N/A	N/A	N/A
2 nd deposit due June 10	500.00	N/A	N/A	N/A	N/A	N/A	N/A
Student accepted after May 10	1000.00	N/A	N/A	N/A	N/A	N/A	N/A
William S. Boyd School of Law	50.00	N/A	N/A	N/A	N/A	N/A	N/A

Description

UNLV

UNR

NSC

CSN

GBC

TMCC

WNC

Student Activity Fee, per semester

B. INTERNATIONAL STUDENT FEE

The recruitment, admission and advising of international students represents a tremendous cost to the University of Nevada, Reno, and University of Nevada, Las Vegas. The logistical and administrative burdens of international students on the university are complex and expensive. Increased costs of international mailing, phone, facsimile, recruitment, specialized printing, translations and highly trained personnel forces the university to make difficult budgetary choices. These choices often leave international students short of receiving the proper levels of attention.

Because of the limited resources of the Admissions and International Student Office, the need for funding aimed directly at the international students is essential. These funds will be directly used to support programs pertaining to international students. Additionally, it is not proper to use funds dedicated to benefit university student as a whole, to support activities that benefit only international students.

International students will pay a semester International Student Fee. The revenue from this fee will be used to sustain enrollment functions in the Admissions, Graduate, and International Student offices, supporting only international students.

<u>Distribution of Revenue</u>	<u>Amount</u>
UNR	
Admissions Office	\$12.50 per student per semester
Graduate School	\$12.50 per student per semester
International Students and Scholars	<u>\$120.00 per student per semester</u>
	\$145.00 per student per semester
UNLV	
Admissions Office	\$12.50 per student per semester
Graduate School	\$12.50 per student per semester
International Students and Scholars	<u>\$120.00 per student per semester</u>
	\$145.00 per student per semester
CSN	\$50.00 per student per semester
TMCC	\$120.00 per student per semester

C. STUDENT LIFE FACILITIES FEE, UNLV

The following fee shall support the planning, construction, and operations of a new student recreation center and a renovation and expansion of the Moyer Student Union. All students have access to the Moyer Student Union. Students required to pay the fee will have full access to the recreation center; students taking three or fewer credits during fall or spring will be required to pay a user fee in order to use the Student Recreation Center; this fee will be 125% of the fee charged those student taking more than three credits.

Fall and Spring Semester

All students taking more than three credits will be charged the following fee per semester:

Effective Fall Semester, 2017 \$198.00

Effective Fall Semester, 2018 \$223.00

Summer Terms

Effective summer, 2006 \$14.50 per credit hour
(Up to six credits per summer)

D. STUDENT UNION FEE, UNR

Effective Fall Semester 2006, the following fee shall support the construction of a new student union at the University of Nevada, Reno. The fee shall be assessed to all students, per semester, according to the following schedule.

	Fall Semester	Spring Semester	Summer Session
Undergraduate Students			
Taking more than 3 credits	\$94.00	\$94.00	\$3.00/credit
Taking 3 credits or less	\$25.00	\$25.00	\$3.00/credit
Graduate Students			
Taking 7 credits or more	\$97.00	\$97.00	\$3.00/credit
Taking less than 7 credits	\$49.00	\$49.00	\$3.00/credit

E. SPECIAL BUILDING FEE, NSC

The following fee shall support the planning, construction, and operations of new academic and student activities/administrative services buildings on the Nevada State College campus.

Fall and Spring Semester Only

All students taking more than three credits will be charged the following fee per semester (TESL Endorsement Program excluded):

Effective Fall Semester, 2014	up to \$75.00
Effective Fall Semester, 2015	\$150.00

F. STUDENT UNION, FEE, CSN

Effective Fall 2017, the following fee shall support the planning and construction of student union(s) at the College of Southern Nevada. The fee shall apply to all students, per semester.

(Fall and Spring) – \$8.00/credit
(Summer) – \$3.00/credit

Effective Fall 2019, the following fee shall support the operations, maintenance and ongoing support of the student union(s) at the College of Southern Nevada. The fee shall apply to all students, per semester.

\$1.00/credit

G. SUMMER SCHOOL REGISTRATION SURCHARGE/FEE

The following per credit fees are charged in addition to the subsequent fall registration fees that are approved as of March 1 of the current year. They do not apply to Nevada students participating in the prepaid tuition plan.

<u>Description</u>	<u>UNLV</u>	<u>UNR</u>	<u>NSC</u>	<u>CSN</u>	<u>GBC</u>	<u>TMCC</u>	<u>WNC</u>
Summer School Registration Surcharge, per credit							
Undergraduate courses	10.00	3.00	3.00	3.00	3.00	3.00	3.00
Graduate courses	10.00	3.00	3.00	N/A	N/A	N/A	N/A
Non-Resident Summer Fee	100.00/cr	N/A	N/A	N/A	N/A	N/A	N/A

H. HEALTH SERVICE/INSURANCE FEES

UNR

	Graduate	Undergraduate	International
<u>Health Service Fee: Per semester</u> (MANDATORY for students with six or more credits, VOLUNTARY for students with fewer than six credits & summer school students)	\$93.00	\$93.00	\$93.00

Student Health and Accident Insurance:

VOLUNTARY (All domestic undergraduate students enrolled in nine credits or more.)

Annual	\$2,624.00
Fall	\$1,099.73
Spring	\$984.53
Spring/Summer	\$1,524.27
Summer	\$538.67

Student Health and Accident Insurance:

MANDATORY¹ (All International Students and Graduate & Professional Students taking six credits or more per semester.)

Annual	\$2,892.80	\$1,369.60
Fall	\$1,212.80	\$573.87
Spring	\$1,085.87	\$514.13
Spring/Summer	\$1,680.00	\$795.73
Summer	\$594.13	\$281.60

SCHOOL OF MEDICINE

Annual fee for life and disability insurance	\$77.44
Student Health Insurance (MANDATORY ¹)	
Fall	\$1,458.13
Spring/Summer	\$1,434.67
Summer	\$483.20

UNLV

	Graduate	Undergraduate	International
Health Service Fee – Fall & Spring (MANDATORY)	\$72.00	\$72.00	\$72.00
Summer School	\$37.00	\$37.00	\$37.00
Student Health and Accident Insurance		No longer offered	
Student Health and Accident Insurance, (MANDATORY ¹ for International Students; Law Students taking a minimum of twelve credits per semester; Graduate & Professional Students taking a minimum of nine credits per semester; six credits if a graduate assistant) OPTIONAL for Graduate Students not on Assistantships.			
Annual	\$2,207.98		\$2,207.98
Fall	\$901.00		\$901.00
Spring/Summer	\$1,306.98		\$1,306.98
Fall-Nursing	\$858.60		
Spring/Summer-Nursing	\$1,349.38		

DENTAL SCHOOL

Health Insurance (MANDATORY ¹)	
Annual	\$2,254.00
Spring/Summer	\$1,457.00

NSC

Student Health and Accident Insurance, for International Students ONLY, MANDATORY ¹ .	
Annual	\$2,207.98
Fall	\$901.00
Spring	\$750.48
Spring/Summer	\$1,306.98
Summer	\$556.50

NOTES:

- NSC International students are enrolled in UNLV's policy at no impact to costs. It is estimated that up to two international students will enroll in the 2016/2017 academic year.
- CSN (domestic), GBC, TMCC, WNC students have available health services on a voluntary basis through a third party entity. These institutions facilitate the availability of student health services; however, students who contract for these services pay the third party entity directly.
- CSN International Students purchase mandatory health coverage through a third party entity designated by CSN. Proof of equivalent coverage will be accepted on a limited basis. No fees are paid to CSN.
- Amounts represent total charges and include insurance premium, ACA taxes and fees, broker commission and fees, and institution fees.

¹ Mandatory Coverage definition: when coverage is indicated as mandatory, the student must purchase the coverage or provide proof of equivalent coverage.

- Some NSHE Allied Health and Nursing programs require students provide evidence of coverage. The coverages indicated above may be used to satisfy this programmatic requirement.

I. LATE FEES

- a. Late Registration Fee: A late registration fee of up to \$50 per course may be assessed to students who don't meet the course registration deadline. Late registration fee exceptions may be granted by the institution when registration was delayed due to circumstances beyond the student's control.
- b. Late Payment Fee: A late payment fee of up to \$25 may be assessed for payments received after the payment deadline. An additional fee of up to \$25 may be assessed daily after the payment deadline up to \$250 for past due balances greater than \$100.

(B/R 4/92, 5/93, 3/94, 2/95, 6/95, 4/96, 4/97, 9/97, 5/98, 4/99, 6/99, 4/00, 3/02, 3/03, 8/03, 1/04, 3/04, 2/05; Added 6/05; A. 8/05, 1/06, 4/06, 7/06, 2/07, 7/07, 12/07, 6/08, 2/09, 4/09, 6/09, 12/09, 4/10, 6/10, 12/10, 4/11,

Special Fees: Student Fees

Institution	Fee Name	Type of Fee (eg: orientation, late registration, etc)	Fee Status - new, revised or continuing	Current Fee Amount	Proposed Fee Amount	Narrative/ Rationale	Annual Number of students impacted	Anticipated Annual Revenue
UNLV	MD Admissions Secondary Application Fee	Student Fee	New	\$0.00	\$75.00	This is a one-time fee paid by applicants to the UNLV School of Medicine MD program. The fee is paid to a third-party web-based processing service. This service assesses a processing fee of 15% for each application and the balance of the fee collected, \$63.75 per student, is remitted to UNLVSOM. This fee will support application and admissions processing, including a processing fee for the web-based software service and costs to create on-line forms, and applicant interview expenses.	400	\$30,000