

SALARY ADMINISTRATION
Additional Compensation/University Extension
Correspondence Courses

APM - 663

663-0 **Policy**

An appointee may receive additional compensation for preparing, editing, revising, and/or conducting University Extension correspondence courses.
(See also APM - 660-16).

663-18 **Amount**

Fees for preparing, editing, revising, and conducting correspondence courses are established by University Extension. Depending on the function performed, the fee is based on the number of assignments making up the course, the number and nature of lessons submitted by students taking the course, or the extent of the revision or editing.