

UNIVERSITY OF CALIFORNIA

BERKELEY • DAVIS • IRVINE • LOS ANGELES • MERCED • RIVERSIDE • SAN DIEGO • SAN FRANCISCO



SANTA BARBARA • SANTA CRUZ

1111 Franklin Street
Oakland, California 94607-5200
Phone: (510) 987-9074
Fax: (510) 987-9086
<http://www.ucop.edu>

July 22, 2010

CHANCELLORS

Dear Colleagues:

Enclosed are guidelines for campus implementation of the Student Services Fee portion of the *University of California Student Fee Policy*.

At their May 2010 meeting, The Regents approved revisions to the *University of California Student Fee Policy*. The revised policy is available online at: <http://www.universityofcalifornia.edu/regents/policies/3101.html>. Revisions to the policy include changing the name of the Registration Fee to the Student Services Fee, establishing a return-to-aid component for future increases in the Student Services Fee, listing factors for Presidential consideration when recommending the appropriate Student Services Fee level to the Board, expanding articulation of the role of students in setting the fee level, establishing a requirement that each campus maintain a website providing details about Student Services Fee allocations, and introducing a reference to Presidential guidelines on issues related to the Student Services Fee.

The enclosed "Guidelines for Implementing the Student Services Fee Portion of *The University of California Student Fee Policy*" discuss the use of Student Services Fee revenue, the recommended structure and responsibilities for Student Fee Advisory Committees, the recommended process for soliciting budget recommendations from Student Fee Advisory Committees, the annual Student Services Fee reports to the Office of the President, and the content of student fee websites. The guidelines also include an attachment which summarizes the key elements to be included in an annual report on expenditures for Student Services Fee-funded programs. The first annual report will be due to the UC Office of the President - Office of Budget and Capital Resources by December 1, 2010.

The guidelines are new and are effective for the 2010-11 academic year. To accommodate publication and notice schedules, the change of the name of the Registration Fee to the Student Services Fee will go into effect beginning with summer academic

Chancellors
July 22, 2010
Page 2

sessions in 2011. A separate communication from Office of the President will provide implementation information about changing the name of the Registration Fee to the Student Services Fee.

With best wishes, I am,

Sincerely yours,



Mark G. Yudof
President

Enclosure

cc: Members, President's Cabinet
Associate Vice President Obley
Council of Vice Chancellors
Council of Graduate Deans
Campus Planning and Budget Officers
Universitywide Policy Office