**Differential Tuition/Program Fee Requests: Student Consultation Guidelines**

The ABOR requirement for providing evidence of student consultation applies to any differential tuition or program fee proposed, whether as a new fee or an increase in an existing fee. This requirement applies to immersion and online program fees or differential tuition requests.

From the *ABOR Policy 4-103,* the expectation is as follows:

**“Evidence of student consultation including notification of and consultation with elected student representatives concerning the proposed tuition, mandatory fees or program fees.”**

Your consultation with students should address both the amount of the proposed fee and the proposed uses.

In all cases, consult with the appropriate undergraduate or graduate student representatives. As well, survey an appropriately robust sample of students as follows:

**Undergraduate differential tuition/program fee**

**New Fee**

If existing program, survey current students, even if the new fee will apply only to new students.

If new program, survey students in similar programs.

**Fee Increase**

Survey current students, even if the increase will apply only to new students.

**Graduate differential tuition/program fee:**

**New Fee**

If existing program, survey current students, even if the new fee will apply only to new students.

If new program, survey undergraduate students in potential feeder programs.

**Fee Increase**

Survey current students, even if the increase will apply only to new students.

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