



2017-18
University Budget Plan
and
Tuition and Fees

UMW Board of Visitors
May 12, 2017

**University of Mary Washington
2017-18 University Budget Plan
Tuition and Fees**

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2017-18 University Budget Plan

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2017-18 Tuition and Fees

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Glossary of Terms

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TABLE A

**University of Mary Washington
2017-18 University Budget Plan**

	2016-17 Revised Budget	2017-18 Budget Plan	Change Over 2016-17
Sources			
State General Funds*			
Educational and General Programs	\$ 25,774,868	\$ 26,778,655	3.9%
Student Financial Assistance	3,357,386	3,362,021	0.1%
Belmont / James Monroe Museum	754,294	762,294	1.1%
Dahlgren Campus	1,250,000	1,250,000	0.0%
Total General Funds	\$ 31,136,548	\$ 32,152,970	3.3%
Nongeneral Funds			
Student Tuition and Fees	\$ 59,356,600	\$ 61,955,000	4.4%
Sales and Services			
Housing	10,128,500	10,543,000	4.1%
Dining	10,717,500	11,015,000	2.8%
Bookstore	2,142,600	2,100,000	-2.0%
Grants and Contracts	3,500,000	3,562,000	1.8%
Other Sources	3,895,314	3,903,000	0.2%
Total Nongeneral Funds	\$ 89,740,514	\$ 93,078,000	3.7%
Total Sources	\$ 120,877,062	\$ 125,230,970	3.6%
Uses			
Instruction	\$ 30,454,958	\$ 31,408,000	3.1%
Research and Public Service	1,229,436	1,202,330	-2.2%
Academic Support	9,885,714	10,031,000	1.5%
Student Services	8,053,916	8,474,000	5.2%
Institutional Support	9,302,856	9,465,325	1.7%
Operation and Maintenance of Plant	7,802,936	7,967,000	2.1%
Scholarships and Fellowships	12,522,386	14,089,021	12.5%
Auxiliary Enterprises	38,789,669	39,751,103	2.5%
Museums & Cultural Services	1,135,191	1,143,191	0.7%
Higher Education Centers	1,700,000	1,700,000	0.0%
Total Uses	\$ 120,877,062	\$ 125,230,970	3.6%
Budget Balance	\$ -	\$ -	

* Includes both direct appropriations and estimated central transfers.

University of Mary Washington 2017-18 University Budget Plan

Highlights

Overview

- ❑ The University of Mary Washington's 2017-18 budget plan was prepared within a framework defined by actions of the 2017 General Assembly, tuition and fee rates, student enrollment, unavoidable cost increases and commitments, and key priorities identified by the President and university leadership.
- ❑ Table A on page I-1 summarizes projected university sources and uses for 2017-18.
 - The budget is balanced with projected sources and uses estimated at \$125.2 million.
 - The 2017-18 budget represents a 3.6% increase over the current budget.

2017 General Assembly

- ❑ The university's 2017-18 spending plan incorporates the state budget adopted by the 2017 General Assembly on February 25, 2017. Key actions taken by the General Assembly affecting the university's operating budget include:
 - An increase of \$250,000 in general funds to support regional economic development and adult education programming.
 - An increase of \$4,635 in general funds for graduate student financial assistance.
 - Additional general fund support estimated at \$486,356 to partially offset the cost of a 2% salary increase for faculty and a 3% salary increase for classified staff, effective July 10, 2017. The University will provide funding to support an additional 1% increase for faculty to be consistent with the increase for classified staff.
 - Additional general fund support of \$296,137, to partially offset the cost of an 8.9% increase in employer health insurance premiums.
 - A net decrease of \$13,099 in state support for general operating costs in E&G Programs.
 - Elimination of an estimated \$50,000 annually in interest earnings on tuition revenue and credit card rebates, effective with the 2016-17 budget.
 - A VRS repayment requirement of \$209,386. The amount reflects a reduction from the FY17 VRS repayment expense of \$314,079. No additional payments beyond FY18 are anticipated. These expenses do not affect the level of general fund support.
 - No change to UMW's annual allocation from the Higher Education Equipment Trust Fund (HEETF), which is currently \$655,746.

- Miscellaneous general fund rate adjustments for VRS, workers' compensation, other post-employment employee benefits, VITA, and the state's Cardinal finance system resulting in a net general fund reduction of \$3,336.

A ten-year history of state general fund support for E&G Programs, Student Financial Assistance, the Museums, and the Dahlgren Campus is presented on page I-4.

Tuition and Fees

- The 2017-18 budget plan is based on housing and dining rates approved by the Board of Visitors at its meeting on February 17, 2017, and tuition and fee rates approved by the Board at its meeting on May 12, 2017, as presented on pages II-5 through II-8. The following is a summary of the total tuition and fee charges for 2017-18:

Full-Time Undergraduates – University Housing*

	<u>2016-17</u>	<u>2017-18</u>	<u>Change</u>
In-State	\$21,508	\$22,344	3.9%
Out-of-State	\$36,098	\$37,590	4.1%

Full-Time Undergraduates – Commuters*

	<u>2016-17</u>	<u>2017-18</u>	<u>Change</u>
In-State	\$11,570	\$12,128	4.8%
Out-of-State	\$26,160	\$27,374	4.6%

**Includes tuition and required fees. For students living in University Housing, reflects double occupancy in upper-class housing and subscription to a meal plan (150 block / \$300 flex).*

Enrollment

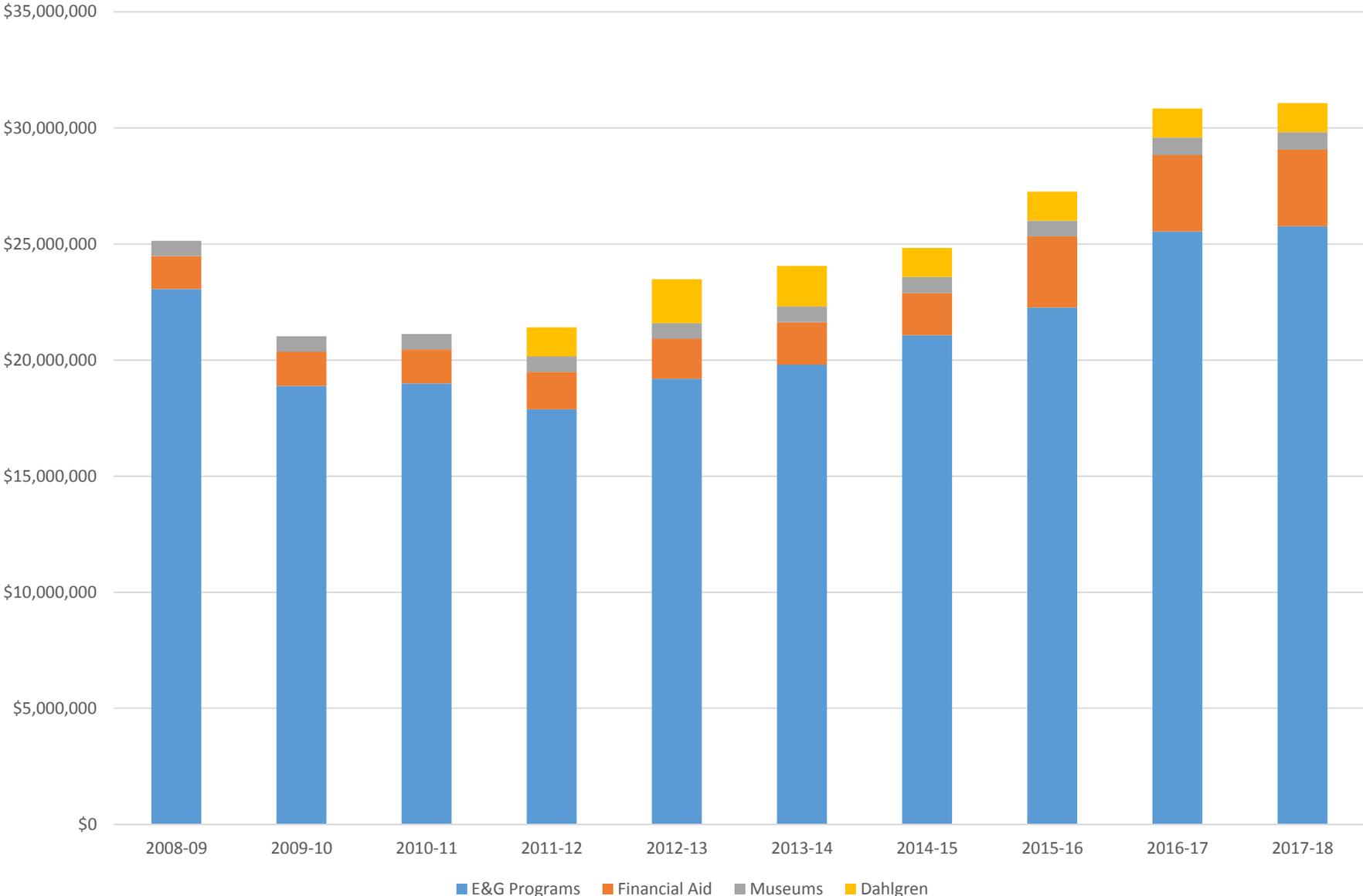
- The 2017-18 budget plan assumes a freshman class of 950 plus 340 transfer students. For undergraduate enrollment, the budget assumes a decrease of 9 students, while graduate and certificate/non-degree enrollment reflects an increase of 64 students. In total, in-state enrollment is higher by 63 students while out-of-state enrollment is lower by 8 students. Although the freshmen and transfer student budget estimates are lower than fall 2016, the number of continuing students is higher due to larger entering classes in recent years and increased retention.

A ten-year history of fall headcount enrollment by residency is presented on page I-5.

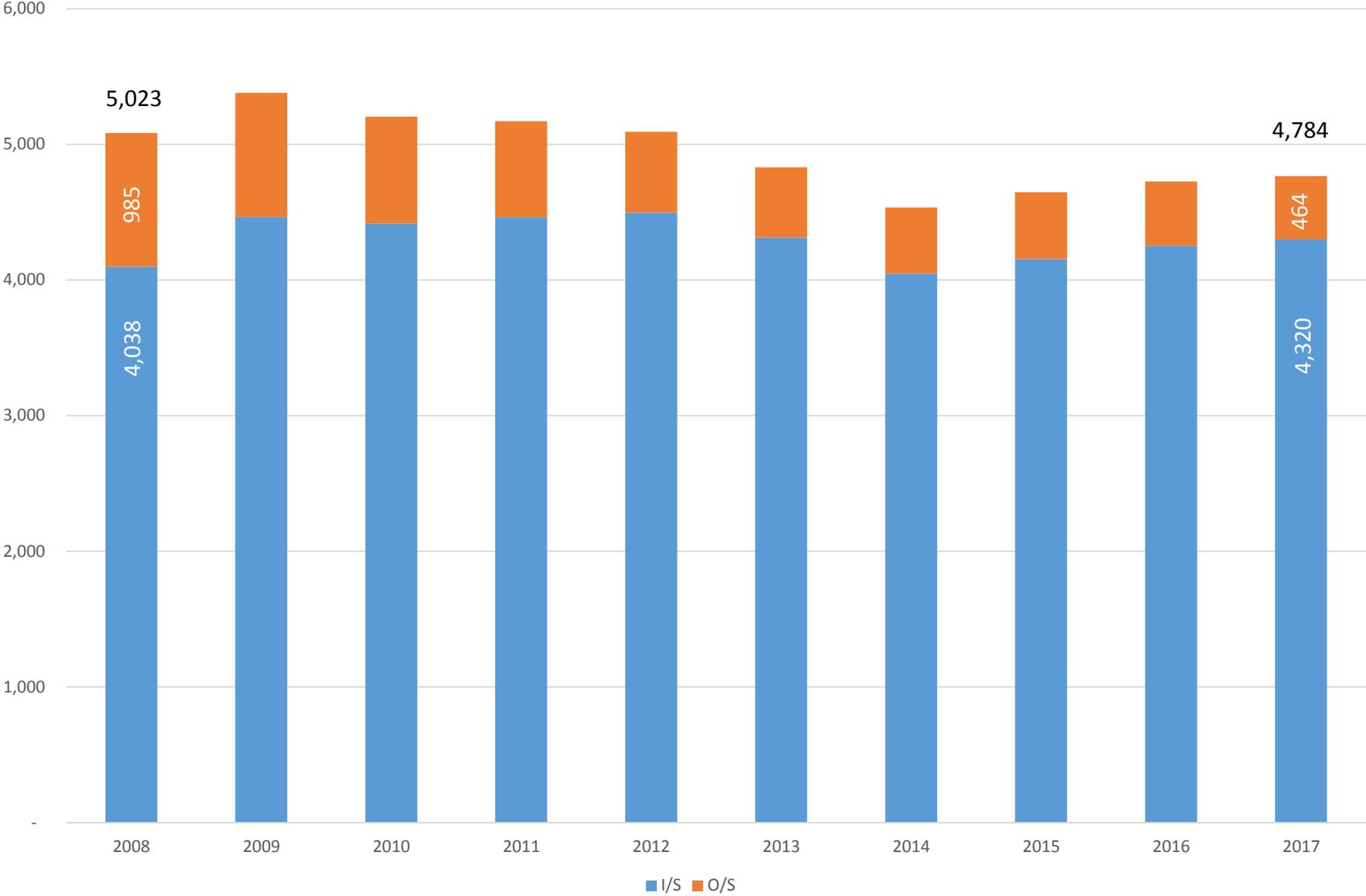
Headcount	<u>Actual Fall 2016</u>			<u>Projected Fall 2017</u>		
	<u>I/S</u>	<u>O/S</u>	<u>Total</u>	<u>I/S</u>	<u>O/S</u>	<u>Total</u>
Undergraduate	3,863	447	4,310	3,860	441	4,301
Graduate	390	26	416	460	23	483
Total	4,253	473	4,726	4,320	464	4,784

Includes Fredericksburg and Stafford campuses

University of Mary Washington Ten-Year History of State General Fund Support



University of Mary Washington Fall Headcount Enrollment by Residency



2017-18 Budget Plan by Fund Source and Key Priorities

- ❑ **Revenues and Expenditures:** Budgeted revenue is derived from two primary sources – state general fund appropriations (taxpayer support) and a variety of nongeneral fund revenues, including student tuition, fees, room and board.

State general fund appropriations come from state tax revenue appropriated by the General Assembly. General fund appropriations are used to support Educational and General (E&G) Programs, Museums and Cultural Services (Belmont and James Monroe Museum and Memorial Library), Student Financial Assistance, and Higher Education Centers (Dahlgren Education and Research Center).

Nongeneral funds describe revenues raised by UMW from student tuition and fees and a variety of other sources, including sales and services (room and board), grants and contracts (federal student aid programs), application fees, library fines, course audit fees, facilities and equipment rental and other miscellaneous charges.

Table B on page I-10 presents the 2017-18 revenue and expenditure budgets by major fund source and program classification.

Comparisons of the composition of the 2016-17 and 2017-18 revenue and expenditure budgets are included on pages I-12 (revenues) and I-13 (expenditures).

A summary of 2017-18 budget changes by expense driver is presented on Table C on page I-14. Many of the university's funding initiatives for 2017-18 represent the initial investment of a multi-year funding strategy.

On page I-15, Table D presents preliminary five-year planning projections for strategic priorities that could not be addressed entirely in 2017-18. These estimates do not represent final commitments, but are intended to identify the longer-range financial scope of the initiatives. Actual funding in future years will be based on the availability of funding, progress and effectiveness of the initiatives, and other university priorities.

- ❑ The UMW operating budget is structured around six fund groups: Educational and General (E&G) Programs, Auxiliary Enterprises, Comprehensive Fee, Student Financial Assistance, Museums and Cultural Services, and Higher Education Research Centers. Each of these fund groups is outlined below along with a summary of key budget changes for 2017-18.

- **Educational and General (E&G) Programs:** The E&G Programs budget includes the university's instructional programs and related support services. Revenue is derived mainly from student tuition and fee revenue and state general fund appropriations.

Key cost drivers addressed in the 2017-18 budget include the following:

- \$215,000 to annualize a 2.5% faculty salary increase effective December 10, 2016 (additional costs reflected in Auxiliary Programs).

- \$365,000 for a state-authorized 2% faculty salary increase effective August 16, 2017 (additional costs reflected in Auxiliary Programs).
- \$175,000 for a University-initiated supplemental 1% faculty salary increase effective August 16, 2017 (additional costs reflected in Auxiliary Programs).
- \$115,000 for market adjustments for targeted faculty salaries, including increases to the university's promotion and tenure scale.
- \$35,000 for pay scale adjustments for adjunct faculty.
- \$205,000 for a 2% administrative faculty salary increase effective July 10, 2017 (additional costs reflected in Auxiliary Programs).
- \$101,000 for a 1% supplemental administrative faculty salary increase effective July 10, 2017 (additional costs reflected in Auxiliary Programs).
- \$410,000 for a 3% salary increase for classified staff and wage employees effective July 10, 2017 (additional costs reflected in Auxiliary Programs).
- \$575,000 for a health insurance premium increase of 8.9% (additional costs reflected in Auxiliary Programs).
- \$75,000 to annualize the cost of Green Light salary adjustments that were effective February 25, 2017 (additional costs reflected in Auxiliary Programs).
- \$50,000 for additional Green Light salary actions anticipated for 2017-18 (additional costs reflected in Auxiliary Programs).
- \$250,000 for adult education program development.
- \$350,000 to support the University's Strategic Enrollment Plan, including funding for centralized space scheduling.
- \$100,000 for the first installment of a multi-year phase-in to establish a \$400,000 permanent PC replacement pool for faculty and staff.
- \$65,000 to begin an effort to migrate technology applications and services to the cloud.
- \$85,000 to establish a pool for major equipment replacement for grounds keeping and facilities maintenance staff.
- \$12,084 for an increase in UMW's payment to the state's Treasury Department related to out-of-state students, bringing the total annual payment to \$234,834.
- \$138,000 for utilities and lease cost increases (additional costs for contracts and leases in Auxiliary Programs and Comprehensive Fee budget).

- Savings of \$380,000 from the bonus provided to administrative faculty, classified staff and wage employees on December 10, 2016 (additional savings reflected in Auxiliary Programs).
 - Savings of \$104,693 for UMW's VRS repayment, bringing the net expense to \$209,386 in FY18. No additional repayments are anticipated beyond FY18.
 - Savings of \$1.5 million from targeted budget reduction actions.
- **Auxiliary Enterprises:** Activities funded under the auxiliary enterprise program exist to serve students, faculty and staff and are funded through the sale of goods and services or mandatory fees. Auxiliary enterprises include residential facilities, dining services, student recreation programs and facilities, student centers, intercollegiate athletics, and student health services. Auxiliary enterprise activities do not receive any state support, either for operating costs or for the maintenance or construction of facilities. In addition, auxiliary enterprises reimburse E&G programs for indirect costs, such as institutional management, human resources, and financial services.

Key cost drivers reflected in the 2017-18 budget include the following:

- \$9,000 to annualize the 2.5% faculty salary increase effective December 10, 2016 (additional costs reflected in the E&G budget).
- \$25,000 for a 2% faculty salary increase effective August 16, 2017 (additional costs reflected in the E&G budget).
- \$10,000 for a University-initiated supplemental 1% faculty salary increase effective August 16, 2017 (additional costs reflected in the E&G budget).
- \$65,000 for a 2% increase for administrative faculty effective July 10, 2017 (additional costs in the E&G budget).
- \$34,000 for a 1% supplemental increase for administrative faculty effective July 10, 2017 (additional costs in the E&G budget).
- \$120,000 for a 3% increase for classified staff and wage employees effective July 10, 2017 (additional costs in the E&G budget).
- \$130,000 for an 8.9% increase in employer health insurance premiums (additional costs in the E&G budget).
- \$10,000 to annualize the cost of Green Light salary adjustments that were effective February 25, 2017 (additional costs reflected in the E&G budget).
- \$10,000 for additional Green Light salary adjustments anticipated for 2017-18 (additional costs reflected in the E&G budget).
- \$265,000 to establish a reserve pool for future debt service associated with residence hall renovations.

- \$175,000 for an increase in the university dining contract.
 - \$27,000 for contract cost increases, including network and Wi-Fi services in the residence halls.
 - Savings of \$133,000 from a bonus provided to administrative faculty, classified staff and wage employees on December 10, 2016 (additional savings reflected in the E&G budget).
 - Savings of \$266,000 from targeted budget reduction actions.
- **Comprehensive Fee:** The Comprehensive Fee budget supports a wide variety of instructional, student, and university programs, including scholarships, programming, student clubs, facilities, recreation, news and information, admissions, and special events.

Key cost drivers addressed in the 2017-18 Comprehensive Fee budget include the following:

- \$1.5 million to support additional student aid allocations under the university's financial aid leveraging model.
 - \$424,000 for an additional contribution to the debt reserve pool for the University Center. One additional contribution will be required in the 2018-19 budget to fully cover the annual debt service payments.
 - \$300,000 to establish a permanent operating budget for marketing and web design.
 - \$500,000 to begin a multi-year effort to rebuild university reserves.
 - \$11,000 for lease cost increases.
 - Savings of \$234,000 from targeted budget reduction actions.
- **Student Financial Assistance:** The student financial assistance budget is comprised of state and federal financial aid programs for students. (Student financial assistance supported with university revenues is included in the Comprehensive Fee budget.)

Key priorities reflected in the 2017-18 budget include the following:

- An increase of \$4,635 in general funds for student aid for graduate students. With this increase, general fund support for graduate student aid will total \$21,133 in 2017-18.
- No increase in general fund support for the state's need-based aid program for undergraduate students. General fund support for undergraduate students will continue in 2017-18 at \$3,283,888.

- Federal funding to support an increase of \$105 in the maximum Pell Grant award. This will raise the maximum Pell Grant to \$5,920 in 2017-18.
 - Federal financial aid funding is expected to be flat for Supplemental Educational Opportunity Grants (SEOG) and the federal Work-Study program.
- **Museums and Cultural Services:** The museums and cultural services program includes the operating budgets for Belmont and the James Monroe Museum and Memorial Library (JMML). These operations are supported with state general funds and revenues generated through ticket sales, gift shop revenue, facilities rental and private gifts.

The budgets for the museums reflect an increase of \$8,000 to offset state mandated salary and fringe benefit changes for 2017-18.

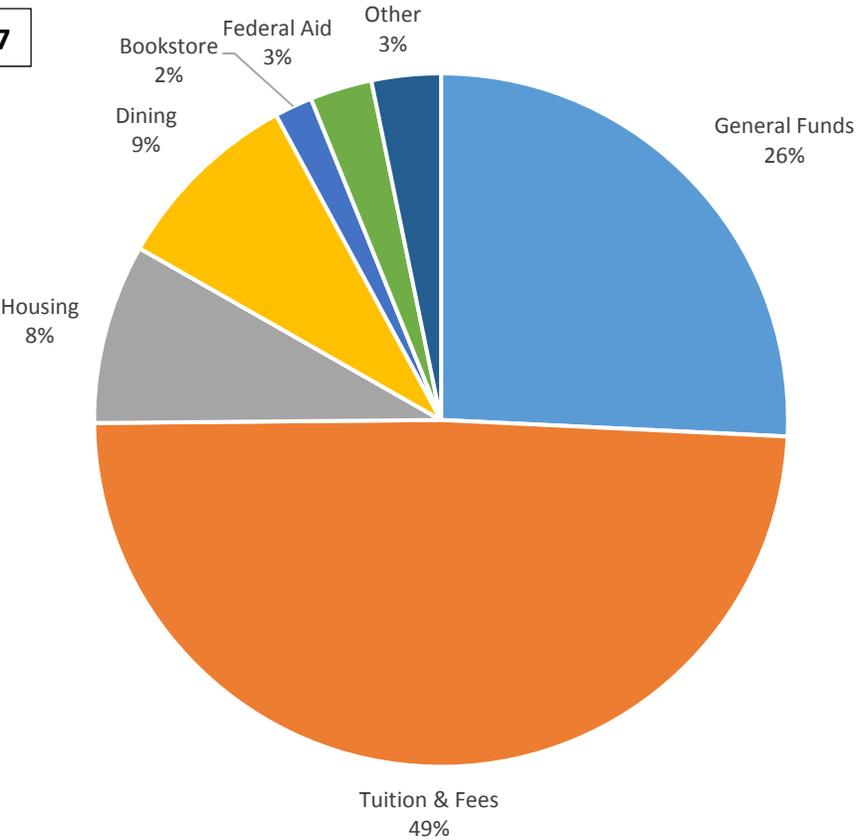
- **Higher Education Centers:** The Higher Education Centers program reflects the operating budget for the Dahlgren Education and Research Center (DERC). For 2017-18, state general fund support for the DERC will continue at \$1,250,000 and nongeneral fund revenues, primarily facilities rental, will continue at \$450,000. In total, the DERC operating budget will be \$1,700,000 in 2017-18.

TABLE B
University of Mary Washington
2017-18 University Budget Plan
Sources and Uses Summary

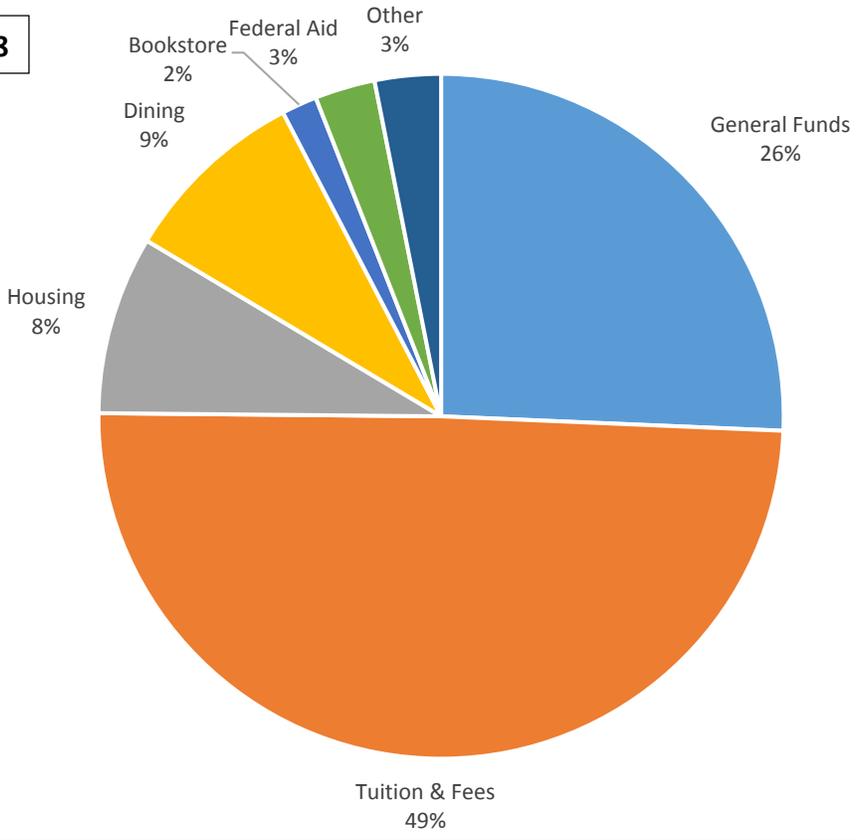
FY 2017-18 Sources	Educational	Auxiliary	Comp	Student	Museums	Higher	Total	Change from		
	& General Programs	Enterprises	Fee	Financial Assistance	& Cultural Services	Education Centers		University	2016-17 Budget	
								Amount	Percent	
State General Fund										
Direct Appropriations	\$ 25,762,809	\$ -	\$ -	\$ 3,305,021	\$ 762,294	\$ 1,250,000	\$ 31,080,124	\$ 241,536	0.8%	
Central Transfers	1,015,846	-	-	57,000	-	-	1,072,846	774,886	260.1%	
Total General Fund	\$ 26,778,655	\$ -	\$ -	\$ 3,362,021	\$ 762,294	\$ 1,250,000	\$ 32,152,970	\$ 1,016,422	3.3%	
Nongeneral Funds										
Student Tuition and Fees	\$ 35,787,000	\$ -	\$ 26,168,000	\$ -	\$ -	\$ -	\$ 61,955,000	\$ 2,598,400	4.4%	
Grants and Contracts	-	-	-	3,562,000	-	-	3,562,000	62,000	1.8%	
Sales and Services	-	23,658,000	-	-	-	-	23,658,000	669,400	2.9%	
Other Revenues	1,775,000	575,000	835,000	-	268,000	450,000	3,903,000	7,686	0.2%	
Total Nongeneral Funds	\$ 37,562,000	\$ 24,233,000	\$ 27,003,000	\$ 3,562,000	\$ 268,000	\$ 450,000	\$ 93,078,000	\$ 3,337,486	3.7%	
Total University Sources	\$ 64,340,655	\$ 24,233,000	\$ 27,003,000	\$ 6,924,021	\$ 1,030,294	\$ 1,700,000	\$ 125,230,970	\$ 4,353,908	3.6%	
FY 2017-18 Uses										
Instruction	\$ 31,162,000	\$ -	\$ 246,000	\$ -	\$ -	\$ -	\$ 31,408,000	\$ 953,042	3.1%	
Research and Public Service	923,330	-	279,000	-	-	-	1,202,330	(27,106)	-2.2%	
Academic Support	9,647,000	-	384,000	-	-	-	10,031,000	145,286	1.5%	
Student Services	7,528,000	-	946,000	-	-	-	8,474,000	420,084	5.2%	
Institutional Support	8,645,325	-	820,000	-	-	-	9,465,325	162,469	1.7%	
Operation and Maintenance of Plant	6,435,000	-	1,532,000	-	-	-	7,967,000	164,064	2.1%	
Scholarships and Fellowships	-	-	7,165,000	6,924,021	-	-	14,089,021	1,566,635	12.5%	
Auxiliary Enterprises										
University Housing	-	5,116,000	169,000	-	-	-	5,285,000	180,622	3.5%	
Dining Services	-	8,088,000	1,000	-	-	-	8,089,000	175,490	2.2%	
Bookstore	-	2,082,000	-	-	-	-	2,082,000	(44,388)	-2.1%	
Other Services	-	8,947,000	15,348,103	-	-	-	24,295,103	649,710	2.7%	
Subtotal - Auxiliary Enterprises	-	24,233,000	15,518,103	-	-	-	39,751,103	961,434	2.5%	
Museums and Cultural Services										
Belmont	-	-	28,575	-	731,118	-	759,693	6,000	0.8%	
James Monroe Museum & Library	-	-	84,322	-	299,176	-	383,498	2,000	0.5%	
Subtotal - Museums/Cultural Services	-	-	112,897	-	1,030,294	-	1,143,191	8,000	0.7%	
Dahlgren Education/Research Center	-	-	-	-	-	1,700,000	1,700,000	-	0.0%	
Total University Uses	\$ 64,340,655	\$ 24,233,000	\$ 27,003,000	\$ 6,924,021	\$ 1,030,294	\$ 1,700,000	\$ 125,230,970	\$ 4,353,908	3.6%	

University of Mary Washington Composition of Revenue Budget

2016-17



2017-18



University of Mary Washington Allocation of Expenditure Budget by Program

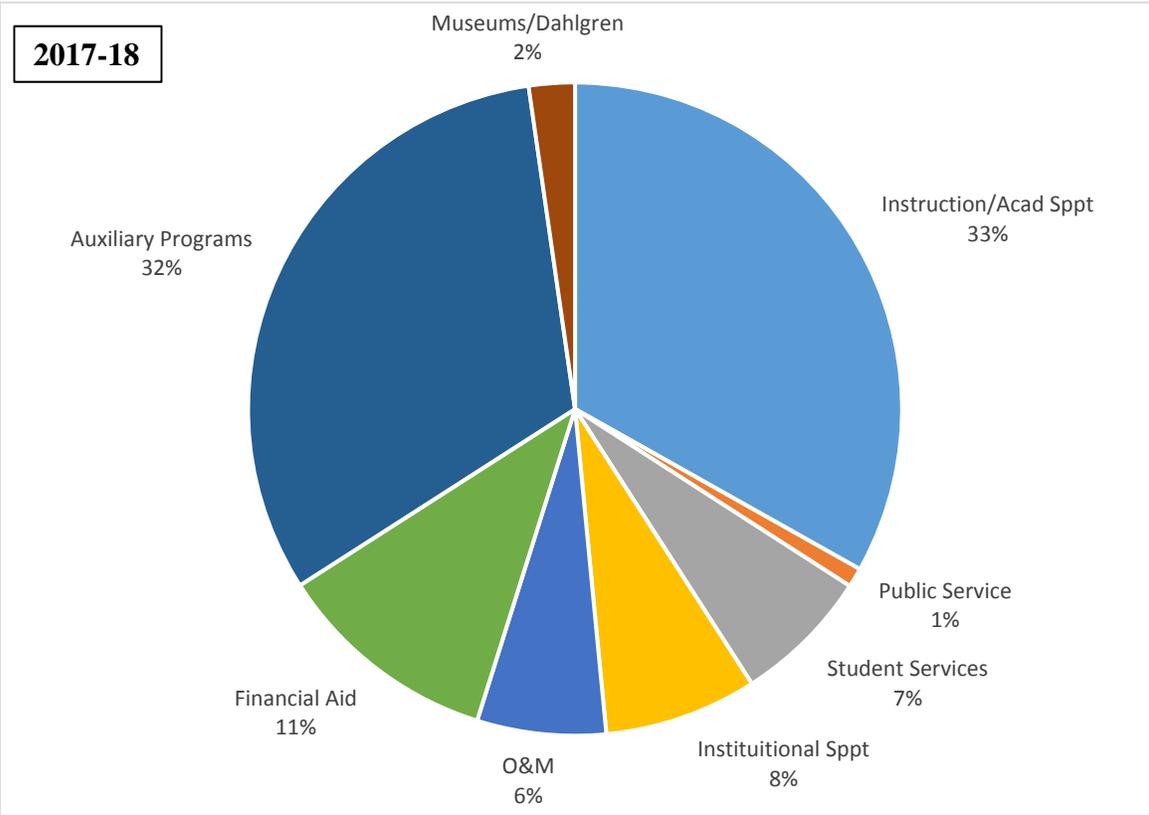
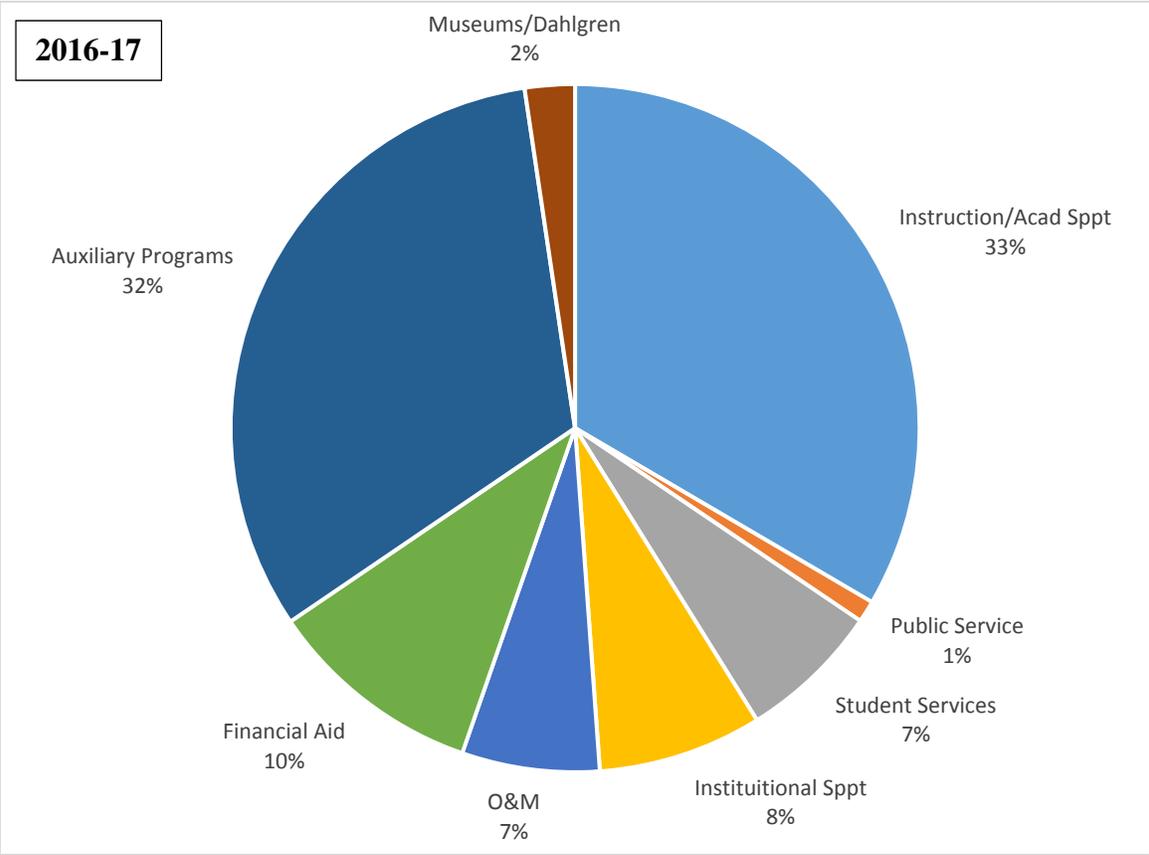


TABLE C
University of Mary Washington
2017-18 Budget Changes

	E&G Programs	Auxiliary Programs	Comp Fee	Total
University Priorities				
Compensation	\$1,746,000	\$283,000	-	\$2,029,000
Institutional student aid	-	-	1,500,000	1,500,000
Adult Education	250,000	-	-	250,000
Strategic Enrollment Plan	350,000	-	-	350,000
Marketing and web design	-	-	300,000	300,000
University Center debt	-	-	424,000	424,000
Residence Hall renovation pool	-	265,000	-	265,000
PC replacement pool	100,000	-	-	100,000
Cloud Migration	65,000	-	-	65,000
Major equipment replacement	85,000	-	-	85,000
Reserve contribution	-	-	500,000	500,000
Other Cost Increases				
Health Insurance Premiums	575,000	130,000	-	705,000
Utilities/leases/contracts	138,000	202,000	1,000	341,000
Capital fee for O/S students	12,084	-	-	12,084
Reductions and Reallocations				
University Reduction Plans	(1,500,000)	(266,000)	(234,000)	(2,000,000)
VRS repayment savings	(104,693)	-	-	(104,693)
FY17 bonus savings	(380,000)	(133,000)	-	(513,000)
Total - Key Priorities	\$1,336,391	\$481,000	\$2,491,000	\$4,308,391
Miscellaneous Adjustments				
Bookstore true-up	-	(31,909)	-	(31,909)
Prior Commitment-Women's Golf	-	-	10,000	10,000
Museums	-	-	-	8,000
State/federal student aid	-	-	-	62,000
Miscellaneous	(2,574)	-	-	(2,574)
Total 2017-18 Budget Change	\$1,333,817	\$449,091	\$2,501,000	\$4,353,908

TABLE D

**University of Mary Washington
Five-Year Planning Estimates for
Strategic Priorities in the 2017-18 Budget**

2017-18 Initiatives	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>Notes</u>
Faculty Salaries - Market Adjustments	115,000	115,000	115,000	115,000	115,000	-	Reevaluate market standing in 2022-23
Green Light Adjustments - Staff	60,000	65,000	70,000	75,000	75,000	75,000	\$75,000 in annual funding
Classified Compensation	TBD	TBD	TBD	TBD	TBD	TBD	TBD based on study and implementation plan
PC Replacement	100,000	100,000	100,000	100,000	-	-	\$400,000 permanent replacement pool
Cloud Migration	65,000	100,000	100,000	100,000	-	-	\$365,000 for ongoing cloud costs
Strategic Enrollment Plan	350,000	350,000	400,000	400,000	400,000	-	\$1.9M in permanent funding for SEP
Marketing/Web Design	300,000	100,000	100,000	-	-	-	\$500,000 permanent budget by 2019-20
Grounds/Facilities Equipment	85,000	85,000	100,000	130,000	-	-	\$400,000 in permanent budget by 2020-21
Residence Hall Renovation Pool	265,000	500,000	750,000	1,000,000	1,250,000	1,500,000	Placeholder pending Master Plan update
Reserve Contributions	500,000	500,000	500,000	500,000	500,000	500,000	Continue until baseline reserve level achieved

2017-18 Tuition and Fees

University of Mary Washington 2017-18 Tuition and Fees

Summary

Tuition and fee charges for the 2017-18 academic year are summarized below for selected student groups. The rates for housing and dining were approved by the Board of Visitors at its meeting on February 17, 2017 and tuition and fee rates were approved by the Board on May 12, 2017.

Full-Time Undergraduates - University Housing

	2016-17	2017-18	Change	
			Amount	%
In-State	\$21,508	\$22,344	\$836	3.9%
Out-of-State	\$36,098	\$37,590	\$1,492	4.1%

Full-Time Undergraduates – Commuters

	2016-17	2017-18	Change	
			Amount	%
In-State	\$11,570	\$12,128	\$558	4.8%
Out-of-State	\$26,160	\$27,374	\$1,214	4.6%

Part-Time Graduate Students - Per Credit Hour

	2016-17	2017-18	Change	
			Amount	%
In-State	\$531	\$555	\$24	4.5%
Out-of-State	\$1,024	\$1,071	\$47	4.6%

The rates above include tuition and mandatory fees for a typical student. For students living in University Housing, the estimated charges reflect double occupancy in an upper-class residence hall and subscription to the 150 block / \$300 flex dollars board plan.

Detailed tuition and fee schedules are presented on pages II-5 to II-8.

Key Considerations in 2017-18 Tuition and Fee Rate Setting

A number of factors were considered in setting the 2017-18 tuition and fee rates as summarized below:

1. **Unavoidable Cost Increases:** The university’s operating budget estimates reflect a number of mandatory cost increases, including:
 - a) **State mandated salary increases:** The 2017-18 budget plan includes salary increases of 2% for faculty and 3% for staff effective July 10, 2017 as authorized by the 2017 General

Assembly. (Increases for teaching faculty will be effective with the new contracts on August 16, 2017.) The total cost the faculty and staff salary increases is estimated at \$1.2 million. Of the total cost increase, the university estimates that about \$486,000 will be funded from additional state general fund support. The balance of the cost will be funded from other university sources.

- b) **State mandated increases in health insurance:** The 2017 General Assembly adopted an 8.9% increase in the employer's premiums for health insurance. The health insurance cost increase is estimated at \$705,000, of which a projected \$296,000 will be supported from additional general funds. The balance of the cost will be funded from other university sources.
 - c) **Annualization of 2016-17 University compensation actions for teaching faculty:** Effective December 10, 2016, full-time teaching faculty were provided a 2.5% permanent salary increase. Budget was identified to cover the 2016-17 costs, but an additional \$224,000 will be required to support the full annualized cost of the increase in 2017-18. These costs must be supported entirely from university sources.
 - d) **Annualization of 2016-17 Green Light compensation actions:** Effective February 25, 2017, the university made targeted salary adjustments for selected staff due to a higher level of duties associated with their position. Budget was identified to cover the cost of adjustments for 2016-17, but an additional \$85,000 will be required in 2017-18 to support the full annualized cost of the pay adjustments. These costs must be supported entirely from university sources.
 - e) **Additional institutional student financial aid:** The university will continue its partnership with Ruffalo Noel Levitz to support an Enrollment and Revenue Management System (ERMS). The university's ERMS goals are to stabilize enrollment in both recruitment and retention and better shape the class (stabilize and enhance the academic profile and support diversity) through a defensible and transparent financial aid strategy. For 2017-18, an additional \$1.5 million in institutional aid is reflected in the budget plan. This amount reflects the final allocation in establishing a base funding level for institutional aid and is supported entirely from university sources.
 - f) **Additional debt service for the University Center:** In order to minimize the impact on student fees in a single year, the university established a debt service pool for the University Center project. Beginning in 2012-13, new budget has been added each year to the debt reserve pool to gradually build toward full funding. For 2017-18, an additional \$424,000 will be added to the reserve pool, the full cost of which is supported through the auxiliary comprehensive fee. Full-funding for the University Center debt service will be achieved in 2018-19 with a final allocation of \$267,000.
 - g) **Leases, contracts, and utilities:** The university does not receive any direct state support for general operating increases, including inflation riders in leases and other contracts nor for changes in utility rates or usage. For 2017-18, these costs are estimated to increase by a total of \$360,000, supported with tuition, fees or other auxiliary user charges.
2. **Other University Priorities and Initiatives:** The 2017-18 budget plan includes funding for a limited number of priorities, all of which are supported with tuition and fee revenue, budget reductions and reallocations. A summary of these priorities and initiatives is presented below.

- a) **University-initiated compensation adjustments for faculty and staff:** Compensation for faculty and staff has been identified as a key Presidential Priority. As such, the 2017-18 budget supports a number of university-initiated compensation actions. These include a supplemental 1% salary increase for teaching and administrative faculty (bringing the total across-the-board increase for faculty to 3% similar to classified staff), targeted market adjustments for teaching faculty, additional funding for Green Light salary adjustments, and a pay scale adjustment for adjunct faculty. For 2017-18, these university-initiated actions total \$530,000 for which the university receives no state support.
 - b) **Residence Hall Renovations:** Beginning in 2017-18, the university will establish a debt service reserve pool to support residence hall renovations. An initial budget allocation of \$265,000 will be made in 2017-18 with a three-year funding goal of \$800,000. When fully funded, the reserve pool will be sufficient to support a \$12 million residence hall renovation project. The debt service cost is funded entirely through residence hall room rents.
 - c) **Strategic Enrollment Plan:** The university's Strategic Enrollment Plan (SEP) for 2016-2020 assumes a multi-year funding strategy for meeting various undergraduate and graduate enrollment targets. The 2017-18 budget includes an allocation of \$350,000 for continued SEP implementation.
 - d) **University Marketing/Web Design:** In recent years, the university has made annual allocations from one-time funds for marketing and web design. The budget for 2017-18 includes an allocation of \$300,000 to establish a permanent budget for marketing. Ultimately, an estimated \$500,000 base funding level is planned, which will be funded over several years.
 - e) **PC Replacement:** The university does not currently have a permanent pool of funds to routinely replacement PCs for faculty and staff. Approximately \$400,000 will be required to establish a university-wide four-year replacement cycle. For 2017-18, \$100,000 has been budgeted to begin a multi-year phase-in toward full-funding.
 - f) **Cloud Migration:** The university's IT Strategic Plan calls for efforts to maintain and improve the core infrastructure. This includes migrating information technology applications, systems, storage and services to the cloud to improve efficiency, decrease costs, increase redundancy, and improve disaster recovery. The 2017-18 budget includes \$65,000 to begin cloud migration efforts.
 - g) **Grounds and Facilities Equipment:** Currently, the university addresses grounds and facilities equipment needs (trucks, cars, HVAC systems, snow removal equipment) as equipment fails. Without a permanent replacement budget, needs are addressed to the extent that one-time funds can be found. The 2017-18 budget includes \$85,000 as the first installment in establishing a permanent equipment replacement pool.
3. **Market Considerations:** Current data on 2016-17 tuition and fees indicate that UMW's pricing is very competitive with other public institutions in Virginia. Of the 15 public universities in Virginia, UMW's total in-state tuition and fee charges for commuter students and for in-state residential students are ranked 8th (#1 being the highest charges; #15 the lowest).

Similarly, UMW's 2016-17 tuition and fee charges for out-of-state commuter students are ranked 11th while tuition and fee charges for residential students are ranked 10th out of the 15 Virginia institutions.

A comparison of 2016-17 tuition and fee charges among Virginia's public four-year institutions is presented on page II-9.

The detailed tuition and fee schedules for 2017-18 are presented on pages II-5 through II-8.

**University of Mary Washington
2017-18 Tuition and Fees**

	In-State Students			Out-of-State Students		
	2016-17	2017-18	% Chg.	2016-17	2017-18	% Chg.
Full-Time Undergraduates						
Living in University Housing						
Tuition	\$5,772	\$6,032	4.5%	\$20,362	\$21,278	4.5%
E&G Comprehensive Fee	2,176	2,274	4.5%	2,176	2,274	4.5%
Auxiliary Comprehensive Fee	3,622	3,822	5.5%	3,622	3,822	5.5%
Housing (1)	6,030	6,210	3.0%	6,030	6,210	3.0%
Board (2)	3,908	4,006	2.5%	3,908	4,006	2.5%
Total	\$21,508	\$22,344	3.9%	\$36,098	\$37,590	4.1%
<i>(1) Based on double-occupancy room in upper-class halls.</i>						
<i>(2) Based on 150 block / \$300 flex dollars plan.</i>						
Full-Time Undergraduates						
Living in Private Housing						
Tuition	\$5,772	\$6,032	4.5%	\$20,362	\$21,278	4.5%
E&G Comprehensive Fee	2,176	2,274	4.5%	2,176	2,274	4.5%
Auxiliary Comprehensive Fee	3,622	3,822	5.5%	3,622	3,822	5.5%
Total	\$11,570	\$12,128	4.8%	\$26,160	\$27,374	4.6%
Part-Time Undergraduates						
(Per credit hour rates)						
Tuition	\$248	\$259	4.4%	\$853	\$891	4.5%
E&G Comprehensive Fee	59	61	3.4%	59	61	3.4%
Auxiliary Comprehensive Fee	106	112	5.7%	106	112	5.7%
Total	\$413	\$432	4.6%	\$1,018	\$1,064	4.5%
Part-Time Graduates						
(Per credit hour rates)						
Tuition	\$366	\$382	4.4%	\$859	\$898	4.5%
E&G Comprehensive Fee	59	61	3.4%	59	61	3.4%
Auxiliary Comprehensive Fee	106	112	5.7%	106	112	5.7%
Total	\$531	\$555	4.5%	\$1,024	\$1,071	4.6%
MS Geospatial Analysis Program						
(Per credit hour rates)						
Tuition	\$366	\$382	4.4%	\$859	\$898	4.5%
E&G Comprehensive Fee	59	61	3.4%	59	61	3.4%
Auxiliary Comprehensive Fee	106	112	5.7%	106	112	5.7%
MSGA Laboratory/Equipment Fee	100	100	0.0%	100	100	0.0%
Total	\$631	\$655	3.8%	\$1,124	\$1,171	4.2%

Note: Eligible individuals under the "Veterans Access, Choice and Accountability Act of 2014" will qualify for the rates charged to in-state students, regardless of formal state of residence or domicile.

**University of Mary Washington
2017-18 Tuition and Fees**

	In-State Students			Out-of-State Students		
	2016-17	2017-18	% Chg.	2016-17	2017-18	% Chg.
<i>Randolph and Mason Halls</i>						
Single Room Rate	\$8,410	\$8,662	3.0%	\$8,410	\$8,662	3.0%
Double Room Rate	\$7,038	\$6,600	-6.2%	\$7,038	\$6,600	-6.2%
<i>Marshall Hall</i>						
Single Room Rate	\$7,400	\$7,622	3.0%	\$7,400	\$7,622	3.0%
Double Room Rate	\$6,030	\$6,600	9.5%	\$6,030	\$6,600	9.5%
Triple Room Rate	\$5,740	\$5,912	3.0%	\$5,740	\$5,912	3.0%
<i>Russell Hall</i>						
Double Room Rate	\$6,030	\$6,600	9.5%	\$6,030	\$6,600	9.5%
Triple Room Rate	\$5,740	\$5,912	3.0%	\$5,740	\$5,912	3.0%
<i>Virginia Hall</i>						
Single Room Rate	\$7,400	\$7,622	3.0%	\$7,400	\$7,622	3.0%
Double Room Rate	\$6,030	\$6,600	9.5%	\$6,030	\$6,600	9.5%
<i>Westmoreland Hall</i>						
Double Room Rate	\$6,030	\$6,600	9.5%	\$6,030	\$6,600	9.5%
Triple Room Rate	\$5,740	\$5,912	3.0%	\$5,740	\$5,912	3.0%
Quad Room Rate	\$5,446	\$5,610	3.0%	\$5,446	\$5,610	3.0%
<i>Arrington and Alvey Halls</i>						
Single Room Rate	\$7,604	\$7,832	3.0%	\$7,604	\$7,832	3.0%
Double Room Rate	\$6,232	\$6,418	3.0%	\$6,232	\$6,418	3.0%
<i>Ball Hall</i>						
Single Room Rate	\$7,400	\$7,622	3.0%	\$7,400	\$7,622	3.0%
Double Room Rate	\$6,030	\$6,210	3.0%	\$6,030	\$6,210	3.0%
<i>Bushnell Hall</i>						
Double Room Rate	\$6,030	\$6,210	3.0%	\$6,030	\$6,210	3.0%
Quad Room Rate	\$5,446	\$5,610	3.0%	\$5,446	\$5,610	3.0%
<i>Custis Hall</i>						
Double Room Rate	\$6,030	\$6,210	3.0%	\$6,030	\$6,210	3.0%
<i>Framar Hall</i>						
Single Room Rate	\$7,400	\$7,622	3.0%	\$7,400	\$7,622	3.0%
Double Room Rate	\$6,030	\$6,210	3.0%	\$6,030	\$6,210	3.0%
Triple Room Rate	\$5,740	\$5,912	3.0%	\$5,740	\$5,912	3.0%
Quad Room Rate	\$5,446	\$5,610	3.0%	\$5,446	\$5,610	3.0%
<i>Jefferson Hall</i>						
Single Room Rate	\$7,400	\$7,622	3.0%	\$7,400	\$7,622	3.0%
<i>Madison Hall</i>						
Double Room Rate	\$6,030	\$6,210	3.0%	\$6,030	\$6,210	3.0%
<i>Willard Hall</i>						
Single Room Rate	\$8,410	\$8,662	3.0%	\$8,410	\$8,662	3.0%
<i>University Apartments</i>						
Single Room Apartment Rate	\$9,530	\$9,816	3.0%	\$9,530	\$9,816	3.0%
Double Room Apartment Rate	\$7,842	\$8,076	3.0%	\$7,842	\$8,076	3.0%
<i>Eagle Landing</i>						
Single Room Rate	\$9,840	\$10,134	3.0%	\$9,840	\$10,134	3.0%
Double Room Rate	\$8,234	\$8,480	3.0%	\$8,234	\$8,480	3.0%

**University of Mary Washington
2017-18 Tuition and Fees**

	<u>In-State Students</u>			<u>Out-of-State Students</u>		
	<u>2016-17</u>	<u>2017-18</u>	<u>% Chg.</u>	<u>2016-17</u>	<u>2017-18</u>	<u>% Chg.</u>
<i>University Meal Plans</i>						
Eagle Meal Plan (\$200 flex per semester)	\$4,990	\$4,990	0.0%	\$4,990	\$4,990	0.0%
225 Meal Block Plan (\$200 flex per semester)	\$4,074	\$4,176	2.5%	\$4,074	\$4,176	2.5%
150 Meal Block Plan (\$300 flex per semester)	\$3,908	\$4,006	2.5%	\$3,908	\$4,006	2.5%
90 Meal Block Plan (\$175 flex per semester)	\$2,196	\$2,250	2.5%	\$2,196	\$2,250	2.5%
75 Meal Block Plan (\$250 flex per semester)	\$2,196	\$2,250	2.5%	\$2,196	\$2,250	2.5%
30 Meal Block Plan (\$500 flex per semester)	\$1,538	\$1,576	2.5%	\$1,538	\$1,576	2.5%
30 Meal Block Plan (\$200 flex per semester)	\$900	\$920	2.2%	\$900	\$920	2.2%
8 Meal Block Plan (\$750 flex per semester)	\$1,640	\$1,680	2.4%	\$1,640	\$1,680	2.4%
8 Meal Block Plan (\$200 flex per semester)	\$540	\$560	3.7%	\$540	\$560	3.7%
5 Meal Block Plan (no flex)	\$900	\$920	2.2%	\$900	\$920	2.2%
3 Meal Block Plan (no flex)	\$500	\$520	4.0%	\$500	\$520	4.0%

Summer Housing Rates

	<u>Summer 2017</u>		<u>Summer 2018</u>	
	<u>Session / Week / Day</u>		<u>Session / Week / Day</u>	<u>Inc.</u>
Eagle Landing				
Single	\$1,229 / 246 / 35		\$1,266 / 253 / 36	3.0%
Double	\$1,002 / 201 / 29		\$1,032 / 207 / 30	3.0%
University Apartments				
Single	\$1,510 / 314 / 45		\$1,555 / 323 / 46	3.0%
Double	\$1,243 / 249 / 38		\$1,280 / 256 / 39	3.0%
Triple	\$1,119 / 224 / 33		\$1,153 / 231 / 34	3.0%

Summer Meal Plans

50 Meal Block per Summer Session	\$373	\$382	2.5%
30 Meal Block per Summer Session	\$256	\$262	2.5%
15 Meal Block per Summer Session	\$129	\$132	2.5%

Summer Parking Decals

Five Week Session	\$35	\$35	0.0%
Eight Week Session	\$55	\$55	0.0%
Ten Week Session	\$70	\$70	0.0%

University of Mary Washington
2017-18 Tuition and Fees

	In-State Students			Out-of-State Students		
	2016-17	2017-18	% Chg.	2016-17	2017-18	% Chg.
<i>Other Undergraduate/Graduate Fees and Charges</i>						
Undergraduate overload fee <i>(per credit hour over 18 semester hrs.)</i>	\$248	\$259	4.4%	\$853	\$891	4.5%
Undergraduate surcharge <i>(per credit hour charge for all credits above 152 for BA/BS students and above 150 credits for BLS and BPS students)</i>	\$335	\$350	4.5%	n/a	n/a	n/a
Application Fee	\$50	\$50	0.0%	\$50	\$50	0.0%
Tuition Deposit (Undergraduate and Graduate)	\$300	\$300	0.0%	\$300	\$300	0.0%
Processing Fee	\$30	\$30	0.0%	\$30	\$30	0.0%
New Student Programs & Arrival Fee - Summer/Fall	\$400	\$400	0.0%	\$400	\$400	0.0%
New Student Programs & Arrival Fee - Spring	\$200	\$200	0.0%	\$200	\$200	0.0%
New Experiences for Students Transitioning (NEST)						
Service Program	\$300	\$300	0.0%	\$300	\$300	0.0%
Social Justice Program	\$300	\$300	0.0%	\$300	\$300	0.0%
Outdoor Adventure Program	\$300	\$300	0.0%	\$300	\$300	0.0%
Late Payment Fee				10% of unpaid balance up to \$250		
Returned Check Fee	\$50	\$50	0.0%	\$50	\$50	0.0%
Housing Fees						
Housing Deposit	\$250	\$250	0.0%	\$250	\$250	0.0%
Late Departure Fee (per day)	\$50	\$50	0.0%	\$50	\$50	0.0%
Extended Stay Fee (per day)	\$30	\$30	0.0%	\$30	\$30	0.0%
Lost Keys	\$125	\$125	0.0%	\$125	\$125	0.0%
Study Abroad Processing Fee	\$300	\$300	0.0%	\$300	\$300	0.0%
BLS/BPS Portfolio Evaluation Fee	\$100	\$100	0.0%	\$100	\$100	0.0%
College of Education						
Student Background Checks	\$37	\$37	0.0%	\$37	\$37	0.0%
Child Protective Services Fee	\$10	\$10	0.0%	\$10	\$10	0.0%
Course Audit Fee (per credit hour)	\$30	\$30	0.0%	\$30	\$30	0.0%
Special Exam Fee (per credit hour)	\$15	\$15	0.0%	\$15	\$15	0.0%
Health Center Fee - per semester <i>(for commuting students)</i>	\$0	\$0	n/a	\$0	\$0	n/a
Music - Private lessons						
One-half hour lesson per week (1 credit)	\$350	\$350	0.0%	\$350	\$350	0.0%
One-hour lesson per week (2 credits)	\$700	\$700	0.0%	\$700	\$700	0.0%
Music - Instrument Rental Fee (per term)	\$50	\$50	0.0%	\$50	\$50	0.0%
Equestrian Fee (per semester)						
Beginners & Advanced Beginners	\$795	\$795	0.0%	\$795	\$795	0.0%
Intermediate & Advanced	\$855	\$855	0.0%	\$855	\$855	0.0%
Parking Decal (on-campus, academic year)	\$225	\$225	0.0%	\$225	\$225	0.0%
Eagle Landing Parking Deck and Decal	\$375	\$375	0.0%	\$375	\$375	0.0%

Undergraduate Cost Comparisons

In-State and Out-of-State Tuition, Required Fees, and Room and Board Charges
Virginia State Supported Four-Year Institutions
2016-17 - FINAL

Rank	IS Commuter*		OS Commuter*		Room & Board		IS Total		OS Total	
	1	W&M	\$21,234	UVA	\$45,058	W&M	\$11,382	W&M	\$32,616	UVA
2	VMI	\$17,492	W&M	\$42,274	CNU	\$10,914	VMI	\$26,460	W&M	\$53,656
3	UVA	\$15,714	VMI	\$41,801	GMU	\$10,730	UVA	\$26,440	VMI	\$50,769
4	VCU	\$13,130	GMU	\$32,582	UVA	\$10,726	CNU	\$23,968	GMU	\$43,312
5	CNU	\$13,054	VCU	\$32,287	VSU	\$10,562	VCU	\$23,049	VCU	\$42,206
6	VT	\$12,852	VT	\$29,975	UVA-W	\$10,346	LU	\$22,184	VT	\$38,399
7	LU	\$12,240	ODU	\$27,024	LU	\$9,944	GMU	\$22,030	ODU	\$36,850
8	UMW	\$11,570	LU	\$26,670	UMW	\$9,938	UMW	\$21,508	LU	\$36,614
9	GMU	\$11,300	UVA-W	\$26,249	VCU	\$9,919	VT	\$21,276	UVA-W	\$36,595
10	JMU	\$10,390	JMU	\$26,164	ODU	\$9,824	JMU	\$20,118	UMW	\$36,098
11	RU	\$10,081	UMW	\$26,160	JMU	\$9,728	UVA-W	\$19,885	JMU	\$35,892
12	ODU	\$10,046	CNU	\$24,680	NSU	\$9,490	ODU	\$19,870	CNU	\$35,594
13	UVA-W	\$9,539	RU	\$22,162	VMI	\$8,968	VSU	\$19,034	RU	\$31,108
14	NSU	\$8,738	NSU	\$21,100	RU	\$8,946	RU	\$19,027	NSU	\$30,590
15	VSU	\$8,472	VSU	\$19,002	VT	\$8,424	NSU	\$18,228	VSU	\$29,564

*Includes tuition and all mandatory fees.

For UVA and W&M, the in-state tuition and fee amount reflects charges for freshmen and transfer students. Continuing students will pay varying rates based on year of matriculation.

Source: SCHEV 2016-17 Tuition and Fees Report - August 2, 2016

University of Mary Washington 2017-18 University Budget Plan

Glossary of Budget Terms

I. Revenue

Budgeted revenue is derived from either state appropriated tax funds or nongeneral funds generated by UMW.

General Funds (GF): General funds are state tax dollars. State tax dollars support Educational and General Programs, Museums and Cultural Services (Belmont), Historic and Commemorative Attraction Management (James Monroe Museum and Library), Higher Education Centers (Dahlgren Campus), and state Student Financial Assistance Programs.

Nongeneral Funds (NGF): Nongeneral funds are typically those raised exclusively by UMW to support its budgeted expenditures, the exception being grants and contracts. Nongeneral funds are derived from the following sources:

Tuition: A fixed rate charged each student based on the student's enrollment load, instructional program and residency status.

Comprehensive Fee: A fixed rate based on each student's enrollment load the revenue from which supports a wide variety of student, academic support and institutional programming.

Grants and Contracts: Reimbursement of expenditures from federal and state sources, primarily related to student financial assistance.

Sales and Services: Revenue from charges made by a specific organizational unit for the delivery of goods and services.

Housing: A fee charged to students who reside in university housing. Revenue generated through housing owned by the UMW Foundation (University Apartments and Eagle Landing) is not included in the university's budget.

Board: A fee charged to students who subscribe to a university meal plan.

Other Fees: A variety of fees separately charged for services, fines, cost of materials or supplies, application processing, and facility and equipment rental.

II. Expenditures

Expenditures are budgeted on a program basis. The program expenditure classifications used in the budget are nationally recognized by colleges and universities. They allow for comparative reporting and are used for analytical purposes. These expenditure classifications are:

Instruction: Expenditures of the Colleges of Arts and Sciences, Business, and Education. Expenditures for departmental research and public service that are not separately budgeted are included. Expenditures for both credit and non-credit activities are included, as are general academic instruction, summer session instruction, off-campus instruction, and non-credit community education conducted by the teaching faculty.

Public Service: All funds budgeted specifically for public service and expended for activities established primarily to provide non-instructional services beneficial to groups external to the institution. Includes funding for the Center for Economic Development.

Academic Support: This category includes expenditures for the support services that are an integral part of the institution's primary mission of instruction and public service. Included are expenditures for libraries, dean's offices, course and curriculum development, and academic technology support.

Student Services: Funds expended for admissions, registrar activities, financial aid administration, and activities whose primary purpose is to contribute to students' emotional and physical well-being and to their intellectual, cultural, and social development outside the context of the formal instructional program.

Institutional Support: Expenditures for the day-to-day operational support of the institution, excluding expenditures for physical plant operations. Included are general administrative services, executive direction and planning, fiscal operations, and public relations/development.

Operation and Maintenance of Plant: Expenditures for operations established to provide service and maintenance related to the campus grounds and facilities.

Scholarships and Fellowships: Expenditures made in the form of outright grants, and tuition and fee remissions to students enrolled in formal coursework, either for credit or non-credit.

Auxiliary Enterprises: Self-supporting activities established to furnish goods and services to students, faculty and staff.

Museums and Cultural Services: Expenditures related to the operation of Belmont and the James Monroe Museum and Library.

Higher Education Centers: Expenditures related to the operation of the Dahlgren Education and Research Center.

III. Tuition and Fees

Tuition: A fixed rate charged each student based on the student's enrollment load, instructional program and residency status (Virginia resident or nonresident status).

Comprehensive Fee: A fixed rate charged each student based on the student's enrollment load regardless of residency status. The Comprehensive Fee supports a wide variety of student, academic support and institutional programming.

Residential Fee: A per semester charge for on-campus housing and for UMW Foundation owned housing (e.g., University Apartments and Eagle Landing) based on room occupancy levels (single or double).

Meal Plans: A fee charged for subscription to a university meal plan. All residential students, whether living in University or Foundation owned housing, are required to enroll in a meal plan. Freshmen living in university Housing must subscribe to the Eagle Meal Plan. All other students living in university Housing may choose the Eagle Meal Plan, the 225 Meal Block Plan or the 150 Meal Block Plan.

All students living in either the University Apartments or Eagle Landing may chose the Eagle Plan or one of the following Block Plans: the 225, 150, 90 or 75.

Meal plans are also available to commuter students, including 8, 5, and 3 meal block plans.

Mandatory Processing Fee: A refundable fee charged to every student that registers for classes.

Audit Fee: A fee charged to part-time students for auditing a course for no credit on a space available basis.

Tuition Overload Fee: A per credit hour fee charged to full-time undergraduate students registered for more than 18 semester credit hours.

New Student Programs and Arrival Fee: A mandatory one-time fee charged to all undergraduate BA/BS students who are new to the University. The fee covers welcome and arrival activities and programs as well as academic advising, course registration and common intellectual experiences.

NEST Fee: A fee for students participating in the optional NEST (New Experiences for Students Transitioning) orientation program. NEST options include Service, Social Justice and Outdoor Adventure programs.

Credit-by-Examination: A fee charged to degree-seeking students taking an examination for which degree credit may be awarded.

Private Music Lesson Fee: A fee charged to students taking private music lessons through the university.

Musical Instrument Rental Fee: A fee charged to students to rent a musical instrument through the university.

Special Course Fees: A supplemental fee charged in addition to tuition for specialized instruction, such as equestrian fees or private music lessons.

Study Abroad Fee: A supplemental fee charged to students studying abroad.

BLS Life/Work Portfolio: BLS (Bachelor of Liberal Studies) candidates pay a special fee for the review of a life/work portfolio. The BLS program is designed to meet the needs of

adult students who have some college experience and want to complete a bachelor's degree in the liberal arts or sciences.

Late Payment Fee: A fee equivalent to 10% of unpaid account balances up to \$250 charged to those students whose accounts are not paid in full by the published deadline. Interest may also be charged on all past due accounts.

Returned Check Fee: A service fee charged for each check returned for insufficient funds or similar reasons. Checks returned for insufficient funds will be considered as nonpayment and subject to the 10% late payment fee.

Virginia Resident (in-state student): In general, an independent student, or the parents or legal guardians of a dependent student, legally domiciled in the Commonwealth of Virginia for one full and continuous year immediately prior to the start of classes and who has paid Virginia state income tax for the prior year. Certain exceptions are made for military personnel.

Parking Fee: A mandatory fee for student vehicle registration and parking decals.