

Student Services Fee Information

Council on Student Affairs and Fees (COSAF) Training

PURPOSE

This paper provides an overview of the systemwide Student Services Fee and how UC Davis allocates this revenue.

BACKGROUND

The Student Services Fee (formerly the University Registration Fee) is set by the UC Regents and charged to all registered students systemwide, with few exceptions.¹ The annual fee increased from \$972 per student in 2014-15 to \$1,020 per student in 2015-16. The fee is expected to increase 5% annually for at least the next three years.

The mental health fee, a subset of the Student Services Fee (SSF), is ear-marked for mental health programs and is administered separately. The mental health fee in 2015-16 is \$77 per undergraduate and professional student and \$73 per graduate student. Of the remaining revenue – estimated to be more than \$31 million in 2015-16 – approximately \$1.4 million must be spent on financial aid (return-to-aid component).² The remainder can be used to support other student services.

Table 1: Student Services Fee History
Excludes mental health fee

Fiscal Year	SSF Paid per Student	SSF Revenue (\$ in thousands)
2009-10	\$900	\$24,574
2010-11	\$900	\$24,680
2011-12	\$972	\$27,139
2012-13	\$972	\$27,849
2013-14	\$972	\$28,562
2014-15	\$972	\$29,702
2015-16	\$1,020	\$31,300 (est.)

¹ (1) low-income students who are a spouse or registered domestic partner or child of a resident law enforcement officer or fire fighter killed in active duty, and (2) students who are a dependent of a military veteran (including California National Guard) who was disabled or killed in service (also known as the "Cal Vet" program) <http://www.ucop.edu/operating-budget/fees-and-enrollments/other-fee-information/exemptions-reductions.html#exemption>.

² Per UCOP policy, 33% of fees above \$900, or \$40 per student, for undergraduate and professional students and 50%, or \$60 per student, for graduate students must be set aside for financial aid.

ALLOWABLE USES AND ALLOCATIONS

The [University of California Student Tuition and Fee Policy](#) (Regents Policy 3101) states that Student Services Fee revenue:

...shall be used to support services and programs that directly benefit students and that are complementary to, but not a part of, the core instructional program. These services and programs include, but are not limited to, operating and capital expenses for services related to the physical and psychological health and well-being of students; social, recreational, and cultural activities and programs; services related to campus life and campus community; technology expenses directly related to the services; and career support.

The [Guidelines for Implementing the Student Services Fee Portion of the University of California Student Fee Policy](#) state that “services and programs funded by the Student Services Fee should be broadly available to all students.” The guidelines interpret Regental policy and provide some flexibility to campuses regarding the use of SSF revenues, in consultation with student fee advisory committees. The guidelines also address the structure and responsibilities of the advisory committees, the process for soliciting budget recommendations from the committees, annual SSF reports, and campus fee websites.

SSF revenue is allocated to a variety of campus units, with Student Affairs receiving about 75% of available resources (see Appendix A). In recent years, fixed cost increases consumed all revenue increases, leaving no new revenues to allocate. As a result of the 5% fee increase in 2015-16, Budget and Institutional Analysis (BIA) anticipates that some revenues will be available for allocation after fixed cost increases are funded.

OVERSIGHT

UC Office of the President (UCOP) requires each campus to have a committee to advise its Chancellor on the use of SSF revenue. At UC Davis, this committee is the Council on Student Affairs and Fees (COSAF). The COSAF advises the Vice Chancellor of Student Affairs and the Chancellor regarding all student fees, including the SSF.

Campuses are also required to report annually on expenditures for SSF-funded programs. BIA produces the reports for UC Davis and presents them to COSAF. There is one report for the mental health fee and a separate report for the remainder of the SSF. Reports for all campuses are posted [online](#).

Student Services Fee Allocations - Fiscal Year 2014-15 As of October 2014	
Annual Student Services Fee	\$972
2014-15 Estimated Revenue, net of mental health fee revenue	\$29,047,884
Base Budget Distribution	
Student Affairs	
Student Health Center	\$4,245,451
Student Affairs Office of Technology	\$3,523,836
VC's Office	\$2,624,170
Academic Services Center	\$2,342,922
Registrar	\$1,685,684
Campus Recreation	\$1,457,741
Student Disability Center	\$1,034,612
Internship & Career Center	\$886,439
Financial Aid (awards; includes some child care)	\$805,102
Center for Student Involvement	\$594,622
Cross Cultural Center	\$509,343
Marketing	\$423,127
Student Judicial Affairs	\$400,162
Financial Aid Office (Operating)	\$371,090
LGBT Programs	\$273,341
Women's Resources	\$244,887
ASUCD Admin	\$222,523
Community Resource Center	\$146,872
Other	\$62,513
Graduate Student Association	\$23,835
Sub-Total, Student Affairs	\$21,878,272
Other	
Maintenance & Operation of Physical Plant	\$3,190,000
Athletics	\$2,086,324
IET	\$681,770
Student Child Care (non-USAP)	\$167,638
Institutional Analysis	\$338,322
Mondavi Center	\$238,745
Central Campus	\$169,175
Office of the Provost	\$107,665
Fire Department	\$56,441
Law School	\$47,313
External Relations	\$45,482
Campus Community Relations	\$30,000
UC Washington Program (UCDC)	\$28,440
UC Center - Sacramento	\$15,000
School of Education	\$1,027
Central Campus: Fixed Cost Increases (to distribute)	\$(33,730)
Sub-Total, Other	\$7,169,612
TOTAL	\$29,047,884