



Policy

PRESIDENTIAL POLICY CO-01 – 09/02

TO: University of West Florida Community

FROM: Dr. John Cavanaugh, President

SUBJECT: **Sponsored Institutes**

Policy/Purpose: Waiver of Tuition and Materials & Supply Fees Authorization of Sponsored Institute Registration/Fee Payment Procedure

(1) Sponsored Institutes and Programs:

(a) Tuition and materials and supply fees may be waived by the president or president's designee for participants in sponsored institutes and programs where substantially all the direct costs are paid by the external sponsoring agency, where there is no direct expenditure of Educational and General funds for the conduct of the programs, and where no fees or other assessments are collected from students by the sponsoring agency, the university, or any other entity. In determining whether the direct costs are paid by the sponsoring agency, funds paid directly to the participants in a form such as, but not limited to, stipends, travel or book allowances should not be taken into account. "Direct costs" refer to the costs associated with the instruction or training which a participant receives. All funds collected from sponsoring agencies for sponsored credit institutes will be remitted to the university's contract and grants trust fund and/or auxiliary trust funds.

(b) Neither the number of participants nor student credit hours in these institutes and programs may be counted for state funding purposes. The waivers granted herein for non-resident fees are in addition to the non-resident waivers appropriated annually by the Legislature.