

NORTHWEST MISSOURI STATE UNIVERSITY
SCHEDULE OF MISCELLANEOUS FEES
FY 15-16

EFFECTIVE DATE: BEGINNING OF FALL TRIMESTER; UNLESS OTHERWISE NOTED

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
ACT Prep Fee	100.00	100.00
Application Fee		
Fresh/Transfer (one-time, non-refund)		
Web Applications	-	-
Paper Applications (credit to student account if enrolls)	25.00	25.00
International Students		
Admissions Deferral/International shipping one way (July 1 start)	40.00	50.00
Office Shipping Request: Domestic one way (July 1 start)	25.00	30.00
OPT Processing: Initial Application (July 1 start)	50.00	60.00
OPT Processing: Extension Application (July 1 start)	75.00	90.00
Passport Photo Services	7.50	7.50
International Undergraduate Student Services Fee	-	30.00
(fee is per trimester, if enrolled in 5 hours or less during summer term then no fee will be assessed)		
International Graduate Student Services Fee	-	75.00
(fee is per trimester, if enrolled in 2 hours or less during summer term then no fee will be assessed)		
Airport Pickup and Delivery		
Scheduled Arrival & Departure days	110.00	130.00
Scheduled Arrival & Departure days (group of 2 or more)	75.00	75.00
Non-Scheduled Arrival & Departure Days	150.00	150.00
Orientation Fee	50.00	75.00
Archives		
Reproduction Fees		
Walk-In/Onsite copy request (per basic image**)	0.25	0.25
Walk-In/Onsite copy request (per enhanced image***)	8.00	8.00
Remote/Offsite copy request (per basic image**)	0.50	0.50
Remote/Offsite copy request (per enhanced image***)	10.00	10.00
Shipping & Handling Charge (no charge for delivery via e-mail, package rate charges based on current postal charges)	postal rate	postal rate
** Basic Image - paper copy, JPEG (200 dpi), PDF b/w (multipage PDF charged per page)		
*** Enhanced Image - production quality, JPEG (>200 dpi), PDF color (multipage PDF charged per page), TIFF file, other enhancements requested by patron (cropping, etc.), any manipulations which require additional staff time and labor to produce a good image (i.e. damaged photographs, oversized items, items requiring special handling).		
Media Use Fees		
Commercial (for-profit), non-scholarly and non-University publication or display (per image use)	60.00	60.00
Agricultural Department		
Students enrolled in 03-112 Intro to Agricultural Mechanics	45.00	45.00
Students enrolled in 03-352 Meat Science	40.00	40.00
Art Department Unreturned key	25 + Cost	25 + Cost
Art Department - "Art Store" Materials	market value	market value
Athletic Department		
Athletic Tickets (Includes sales tax as applicable)		
Football		
Single Game Ticket		
Football Reserved	19.00	19.00

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Football General Admission (standing room only)	11.00	11.00
Student General Admission (K-12 & visiting school with valid ID)	9.00	9.00
Northwest Student (regular session)	ID	ID
Season Tickets		
Football Reserved - price per game	16.00	16.00
Football Facility Fee	1.00	1.00
Football Processing Fee	-	1.00
Football Convenience Fee - Online Ticket Printing	-	4.00
Football Convenience Fee - Will Call	-	6.00
Basketball		
Single Game Ticket		
Basketball Chairback, Reserved	15.00	15.00
Basketball Railback, Reserved	10.00	10.00
Basketball General Admission	10.00	10.00
Student General Admission (K-12 & visiting school with valid ID)	5.00	5.00
Senior Citizens (Age 65+)	5.00	5.00
Northwest Student (regular session)	ID	ID
Season Tickets - General Public		
Basketball Chairback, Reserved - price per game	11.00	11.00
Basketball Railback, Reserved - price per game	8.00	8.00
Basketball General Admission - price per game	8.00	8.00
Senior Citizens (Age 65+)	5.00	5.00
Student General Admission (K-12 - age 5+)	5.00	5.00
Season Tickets - Faculty/Staff **		
Basketball Chairback, Reserved - price per game	9.00	9.00
Basketball Railback, Reserved - price per game	7.00	7.00
Basketball General Admission - price per game	7.00	7.00
Basketball Processing Fee (includes Faculty Emeritus/Retired Employee; Northwest students exempt)	-	1.00
Basketball Convenience Fee - Online Ticket Printing	-	4.00
Basketball Convenience Fee - Will Call	-	6.00
Volleyball, Soccer, Track, Baseball, Softball - General Admission		
Adult	5.00	5.00
Student (K-12 & visiting school with valid ID)	2.00	2.00
***University Affiliate: Employee, Spouse & Dependent Children; Retiree, Retiree's Spouse & Dependent Children; Student, Spouse & Dependent Children; Spouse of Deceased Retiree & Dependent Children; Retiree is defined as Emeritus Faculty or Retired Employee who is eligible for benefits under MOSERS		
Bleacher Rental		
Bleacher's (Big)		
Daily Rate	50.00	50.00
Transportation Charge (running mile) pick-up & delivery	2.00	2.00
Camps/Clinics and Contests		
Agriculture Contest		
School-single teacher department w/< 50 students	150.00	150.00
School-multiple teacher department(s) w/>=50 students	250.00	250.00
Per Individual fee (to cover cost of specific scan cards)	6.00	6.00
Music Camp		
Commuter/participant	market driven	market driven
Resident/participant	market driven	market driven
Center Innovation & Entrepreneurship(CIE) - Analytical Fees	Per Hour	Per Hour
CIE Instrument Room		
DSC (Differential Scanning Calorimeter)		
CIE Staff	125.00	125.00

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Tenant	70.00	70.00
TGA (Thermogravimetric Analyzer)		
CIE Staff - per hour	125.00	125.00
Tenant - per hour	70.00	70.00
FTIR (Fourier Transform Infra Red Spectroscope)		
CIE Staff	90.00	90.00
Tenant	35.00	35.00
DMA Perkin Elmer 8000		
CIE Staff	95.00	95.00
Tenant	40.00	40.00
GC-P&T-MS (Gas Chromatograph-Purge & Tram-Mass Spectrometer)		
CIE Staff	105.00	105.00
Tenant	50.00	50.00
GC-FID/TCD (Gas Chromatograph-Flame Ionization Detection/Thermal Conductivity Detection)		
CIE Staff	70.00	70.00
Tenant	15.00	15.00
GC-MS		
CIE Staff	105.00	105.00
Tenant	50.00	50.00
GC-P&T-TCD/FID		
CIE Staff	105.00	105.00
Tenant	50.00	50.00
LC-DAD (Liquid Chromatography-Diode Array Detection)		
CIE Staff	105.00	75.00
Tenant	50.00	20.00
LC-MS (Liquid Chromatography-Mass Spectrometer)		
CIE Staff	105.00	105.00
Tenant	50.00	50.00
Atomic Absorption Spectrometer (AAS)		
CIE Staff	112.00	105.00
Tenant	57.00	50.00
ICP-OES		
CIE Staff	105.00	105.00
Tenant	50.00	50.00
XRF (X-Ray Fluorescence)		
CIE Staff	145.00	135.00
Tenant	90.00	80.00
XRD (X-Ray Diffraction)		
CIE Staff - Quick Scan	145.00	135.00
Tenant - Quick Scan	90.00	80.00
Tenant Lab		
CHNS Analyzer		
CIE Staff	121.00	120.00
Tenant	66.00	65.00
Chemistry Research Lab		
AFM - Nova Scan 3D		
CIE Staff	92.00	90.00
Tenant	37.00	35.00
Freeze Dryer Sample Processing		
CIE Staff	67.00	67.00
Tenant	12.00	12.00
Accelerated solvent extraction (ASE) - Sample Processing		
CIE Staff	76.00	76.00
Tenant	21.00	21.00
Biology Research Lab		
High Speed Centrifuge		
CIE Staff	65.00	65.00
Tenant	10.00	10.00
Ultra Centrifuge		

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
CIE Staff	67.00	67.00
Tenant	12.00	12.00
Quantitative RT-PCR		
CIE Staff	68.00	67.00
Tenant	13.00	12.00
SEM Room		
Field Emission Scanning Electron Microscope (FE-SEM)		
CIE Staff	145.00	145.00
Tenant	90.00	90.00
Imaging Room		
Confocal Microscope with Computer		
CIE Staff	111.00	105.00
Tenant	56.00	50.00
Chemiluminescence (GelDoc)		
CIE Staff	65.00	65.00
Tenant	10.00	10.00
Academic Instrument Room		
Digital Reflective Microscope		
CIE Staff	65.00	65.00
Tenant	10.00	10.00
DNA Sequencer 220V...with PC		
CIE Staff	63.00	62.00
Tenant	8.00	7.00
Fluorescence correlation spectroscopy		
CIE Staff	80.00	80.00
Tenant	25.00	25.00
Fluor meter		
CIE Staff	75.00	75.00
Tenant	20.00	20.00
FPLC Fast Protein Liquid Chromatography)		
CIE Staff	75.00	75.00
Tenant	20.00	20.00
HPLC (High performance liquid chromatograph)		
CIE Staff	81.00	80.00
Tenant	26.00	25.00
Nanoparticle Size Analyzer (Brookhaven 90Plus)		
CIE Staff - Wet Analysis	95.00	95.00
Tenant - Wet Analysis	40.00	40.00
NMR (Nuclear Magnetic Resonance Spectroscopy)		
CIE Staff	105.00	105.00
Tenant	50.00	50.00
Polarized Microscope		
CIE Staff	60.00	60.00
Tenant	5.00	5.00
UV - VIS		
CIE Staff	76.00	75.00
Tenant	21.00	20.00
MALDI-TOF-MS		
CIE Staff	120.00	115.00
Tenant	65.00	60.00
Nano-Tech Lab		
STM		
CIE Staff	66.00	67.00
Tenant	11.00	12.00
Photolysis Equipment		
CIE Staff	65.00	65.00
Tenant	10.00	10.00
Clean Room		
CIE Staff	66.00	65.00

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Tenant	11.00	10.00
CIE Professional Staff Time	55.00	55.00
Note: Long term lab/instrument use or contract or method development work or year-wise rate can be negotiated.		
Career Services Fees		
Hire A Bearcat (HAB) Database (alumni fee)	25.00	25.00
Career Day Registration Fee	75.00	75.00
Late Registration	100.00	100.00
Each Additional Representative	15.00	15.00
College Fair Fee	50.00	50.00
Commencement		
Commencement video (tax included)	9.99	9.99
Computing Services Department		
Tampering with Hardware	50.00	50.00
Abuse of network - Disciplinary Action -Plus Fine up to:	100.00	100.00
Opening of CPU case, monitor, or wall jack-Discipline Action-plus Fine up to:	100.00	100.00
Theft or destruction of PC by unknown person	1,500.00	1,500.00
Subject to investigation and prosecution (with police report)	750.00	750.00
Theft or destruction of PC by known person	Replacement	Replacement
Subject to investigation and Prosecution		
Late return of borrowed Computing Services equipm (After 1 day)/day	20.00	20.00
Non-return of full-time level Notebook when credit hours drop below full-time	750.00	750.00
Notebook computers		
Damaged notebook - repairable	Cost	Cost
2011 or later Notebook Model Damaged - up to \$1500	1,500.00	1,500.00
Printing		
Laser/page - black/white	0.10	0.10
Laser Color/page	1.00	1.00
Laser Color Transparency/page - black/white	1.65	1.65
Color photo printer - 12" x 10"	4.50	4.50
Color photo printer - 12" x 18"	7.00	7.00
Miscellaneous		
Username or Password Replacement	5.00	5.00
Equipment Breakage/Damage	Equip. Chg.	Equip. Chg.
Lost/Damaged CD/DVD players	30.00	30.00
Residence Hall Personal Equipment Configuration	25.00	25.00
Rental to keep notebook over Summer, if student pre-enrolled for fall	75.00	75.00
Copying (includes sales tax)		
Copy Center		
All copies on white paper	0.05	0.05
Cover/document	0.15	0.15
Binding & Cover/document	1.50	1.50
Color	0.25	0.25
Lamination/foot	1.25	1.25
Acetate/Special Covers	0.50	0.60
Posters		
24"	4.00	6.00
36"	5.00	7.00
42"	6.00	8.00
Contact Mail/Copy Center for additional pricing		
Credit by Departmental Examination Fee (Processing Fee)	70.00	70.00
(Fee is assessed whether Credit is granted or not)		

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Dining Rates - for Bearcat Commons (no meal plan)		
Breakfast	6.79	6.99
Lunch	7.89	8.19
Dinner	8.89	9.19
Premium Meal	-	11.99
English as a Second language Program (ESL)		
<i>(All tuition expressed per student)</i>		
Tuition/session (\$2,000/eight week session)	1,950.00	2,000.00
Tuition (regular 4 week)	975.00	1,000.00
8 Week Tuition Option B (7-13 Students, Special Rate)	1,755.00	1,800.00
8 Week Tuition Option B (14+ Students, Special Rate)	1,606.00	1,650.00
4 Week Tuition Option B (7-13 Students, Special Rate)	875.00	900.00
4 Week Tuition Option B (14+ Students, Special Rate)	800.00	825.00
ESL Activity Fee	50.00	75.00
NUIS Option A	7,509.00	7,696.00
NUIS Option B (14 to 17 Students)	7,109.00	7,296.00
NUIS Option C (18+ Students)	6,909.00	7,096.00
NUIS Option D (25+ Students)	6,709.00	6,896.00
<i>NUIS program cost includes wellness, tech, actual textbook exp, activities, housing & food</i>		
Summer 4 week/Intersession ESL Program	3,435.00	3,500.00
Summer 4 week/Intersession Option B (7+ Students, Special Rate)	3,335.00	3,400.00
<i>Summer/Intersession program cost includes wellness, tech, actual textbook exp, activities, housing & food</i>		
Summer Workshop/Fall TOEIC Class (non NUIS)/Pronunciation Class	350.00	350.00
TOEFL (\$20 + postage is paid to testing company)	30.00	30.00
TOEIC (\$40 plus postage is paid to testing company)	50.00	50.00
Equipment Breakage/Damage/Loss	Cost	Cost
Early Childhood Center (Lunch is extra in all cases)		
Early Care & Education		
Morning Program (7:30-11:00 a.m.)		
5-day (Daily) a.m. Only Program / month	150.00	155.00
School Day Program (7:30-3:00 p.m.)		
5-day (Daily) School Day Program / month	300.00	310.00
3-day (M,W,F) School Day Program / month	175.00	180.00
Full-Day Program (with Extended Day) (7:30-5:30 p.m.)		
5-day (Daily) Full-Day Program / month	365.00	375.00
3-day (M,W,F) Full-Day Program / month	220.00	230.00
Childcare (on school dismissal days) and Bearcat Club Fees		
Daily Maximum Rate	20.00	20.00
Half-Day Rate	10.00	10.00
Late Fee (after 5:30 p.m.); Per Minute Fee	1.00	1.00
Hourly/Rate	3.00	3.00
Lunch/estimate (ARAMARK Contract determines rates)		
Childcare and Pre-Kindergarten	2.13	2.19
Kindergarten and school-age	2.39	2.45
Adult	3.90	3.99
Extra Milk	0.50	0.50
Holiday/Special Adult Price - costs high for event so don't have to increase day to day costs to compensate as much	4.15	4.25
Facility Fees		
Ryland Milner Complex		
Facility Rental fees for Non-University Non-Profit Groups		
Groups outside Nodaway county or Groups charging entrance fees for profit will be charged twice the amount listed or 12% of gross, whichever is greater.		

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES		FY 14-15	FY 15-16
Non-Refundable Deposit (App. to Cost - 1/2 or full day)		225.00	225.00
Northwest Student Recreation Center			
Full Day		450.00	450.00
Hourly		60.00	60.00
Hourly-Basketball/Volleyball Court		25.00	25.00
Hourly-Racquetball/Tennis Court		15.00	15.00
Lock-in (Partial use - up to 4 hours)		250.00	250.00
Summer Camp Facility Use			
Rec Center/person/camp or week		2.00	2.00
Bearcat Stadium (football only)		1,000.00	1,000.00
Bearcat Stadium (track only)		500.00	500.00
Lamkin Activity Center Arena			
Full Day		550.00	550.00
Hourly		70.00	70.00
Lamkin Activity Center Basement			
Full Day		150.00	150.00
Hourly		20.00	20.00
Martindale Gym			
Full Day		200.00	200.00
Hourly		25.00	25.00
Dance Studio			
Full Day		100.00	100.00
Hourly		20.00	20.00
Classroom (FFC, MH, LAC)			
Full Day		75.00	125.00
Hourly		15.00	25.00
Studio Rental (FFC, MH301)			
Full Day			125.00
Hourly			25.00
Additional Charges			
University Supervisor per hr if needed during activity		12.00	12.00
University Custodian per hr if needed during activity		10.00	10.00
Labor for set-up/tear-down, cost billed		Cost	Cost
Equipment Needs		Cost	Cost
University Events--Special Event Supervisor per hour		20.00	20.00
Performing Arts Facilities			
Charles Johnson Theater			
Stage & seating area - performance or presentation/day (Non-University)		225.00	225.00
<i>Per Hour</i>	Stage & seating area - performance or presentation/day > 5 hours (University Groups)	25.00	25.00
Stage & seating area - performance or presentation/day (Local Groups)		150.00	150.00
On-duty student technician *** (all categories)		7.90	7.90
Equipment fee		Cost	Cost
Ron Houston Center for the Performing Arts			
Mary Linn Performing Arts Center:			
Stage & seating area - performance or presentation/day (Non-University)		450.00	450.00
<i>Per Hour</i>	Stage & seating area - performance or presentation/day (University Groups)	30.00	30.00
Stage & seating area - performance or presentation/day (Local Groups)		250.00	250.00
Use of foyer/lobby independent of theater/day (Non-University)		50.00	50.00
Use of foyer/lobby independent of theater/day (Local Groups)		25.00	25.00
On-duty student technician *** (all categories)		7.90	7.90
Equipment fee (all categories)		Cost	Cost
Studio Theater			
Stage & seating area - performance or presentation/day (Non-University)		425.00	425.00
Stage & seating area - performance or presentation/day (University Groups)		300.00	300.00
Stage & seating area - performance or presentation/day (Local Groups)		350.00	350.00
Use of foyer/lobby independent of theater/day (Non-University)		50.00	50.00
Use of foyer/lobby independent of theater/day (Local Groups)		25.00	25.00

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES		FY 14-15	FY 15-16
	On-duty student technician *** (all categories)	7.90	7.90
	Equipment fee (all categories)	Cost	Cost
	College Park Pavilion & Shelter		
	Stage & seating area - performance or presentation/day (Non-University)	250.00	250.00
<i>Per Hour</i>	Stage & seating area - performance or presentation/day (University Groups)	25.00	25.00
	Stage & seating area - performance or presentation/day (Local Groups)	150.00	150.00
	On-duty student technician *** (all categories)	7.90	7.90
	Equipment fee (all categories)	Cost	Cost
	Miscellaneous Fees (all categories)		
<i>Per Hour</i>	Design Services (lighting, scenic, sound or other)	10.00	10.00
Group Classifications-			
University Groups - recognized members of the university community, university community participants or community service participants			
community participants or community service participants			
Local Groups - Nodaway County groups, local participants, or personal use			
(w/university affiliation)			
Important notes-			
***University groups are allowed a total of 5 hours per event without being charged the hourly rate. This includes rehearsal and/or planning. Technical support which is included in the rental price: Sound, up to two(2) microphones of any type and power-up of the sound system. Lighting, full-stage lighting with no color. Drapery, to include the standard hanging plot of legs, travelers and borders.			
***One(1) technician for up to five (5) hours per event. This five (5) hours includes setup and tear-down of equipment. This is per EVENT, not per day. Any requirements above this will be charged according to the above pay scale. Staffing decisions will be made solely by the Performance Facility Manager taking into account safety of the patrons & employees, protection of the facility and needs of the event or presenter (in that order).			
Facility Fees			
Brown Hall Gymnasium			
Available only after reg. building hrs.			
	(Activity area only)	100.00	100.00
	Staffing fee/hour*	10.00	10.00
Classrooms: All Academic (including labs, etc., unless otherwise noted)			
	Full Day	50.00	50.00
	Half Day	30.00	30.00
	Hourly	10.00	10.00
Student Union and Station Reservation Fees			
Reservation Categories:			
Internal Groups: No Charge - Members of the University Community or Student Org. Groups			
(May be required to pay on-duty Student Tech Fee & Event Set-up Costs)			
Alumni/Employee/Military: 25% discount of established rate			
(May be required to pay on-duty Student Tech Fee & Event Set-up Costs)			
Community Groups: 25-100% discount of established rate (University			
(May be required to pay on-duty Student Tech Fee & Event Set-up Costs)			
	Cancellation fee	25.00	25.00
	Late reservation fee	25.00	25.00
J. W. Jones Union Facilities			
	Ballroom - \$325/hour up to 3 hours; then full-day rate:	1,100.00	1,100.00
Balance due at least one week prior to event			
	Ballroom cancellation fee (written notification received at least 3 months prior to event)	full refund	full refund
	Ballroom cancellation fee (issued if less than 3 months from event)	50% of rate	50% of rate
	Small Meeting Rooms - \$50/hour up to 3 hours; then full-day rate:	200.00	200.00
	Large Meeting/Dining Rooms-\$100/hour up to 3 hours; then full-day rate:	400.00	400.00
The Station - (Food/Catering-see Catering Manager)			
Meeting rooms			
	East Room - \$50 up to 3 hours, then full-day rate:	200.00	200.00
	West Room - \$50 up to 3 hours, then full-day rate:	200.00	200.00
	Center Room - \$50 up to 3 hours, then full-day rate:	200.00	200.00
	All Three Rooms - \$150 up to 3 hours, then full-day rate:	550.00	550.00
	Executive Room - \$50 up to 3 hours, then full-day rate:	150.00	150.00

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additional setup support fee per hour	12.00	12.00
Exceptions:		
Others at discretion		
<i>These fees not subject to the above reservation categories, i.e. all pay 100%</i>		
<i>Note: Event Set-up Costs/Service Fee includes set up, cleanup, staff service/technical support/AV equipment, and parking</i>		
Fax - personal (located at the Student Services Center)		
Receive/page	0.50	0.50
Send - domestic/page	1.00	1.00
Send - international/page	2.50	2.50
Graduation Fee (Includes Tassel)		
Baccalaureate Degree	52.00	52.00
Master's and Specialist's Degree, if conferred at same time	62.00	62.00
Additional Degree (not double major)	10.00	10.00
Replacement Diploma	35.00	35.00
Cap & Gown Rental - Fac. & Adm. (includes sales tax)	Cost	Cost
Horace Mann		
Students Enrolled Prior to FY 2013-2014		
Grades K-6-Tuition/Year - One Child	1,425.00	1,425.00
Grades K-6-Tuition/Year - *Two Children	2,707.50	2,707.50
Grades K-6-Tuition/Year - *Three Children	3,847.50	3,847.50
Students Enrolling after FY 2013-2014		
Grades K-6-Tuition/Year	2,000.00	2,000.00
Meals/meal - (ARAMARK Contract determines rates - estimate)		
Childcare & Prekindergarten	2.13	2.19
Kindergarten and school-age	2.39	2.45
Adult meals	3.90	3.99
Extra Milk	0.50	0.50
Holiday/Special Adult Price - costs high for event so don't have to increase day to day costs to compensate	4.15	4.25
Finance Charge (Late payment Fee 1% per month for any unpaid billed balance)	12% APR	12% APR
Institutional Research		
Per Hour Data Fee for Non-Northwest Requests (2 Hour Minimum)	50.00	50.00
Institutional Testing		
ACT Residual (Test Fee; Including Processing Fee to Northwest)	52.00	55.00
CLEP Test (Applicant Pays Fee to CLEP; Processing Fee to Northwest)	20.00	20.00
GRE subject area, ACT, SAT, Praxis Series (See Institutional Testing Webpage; Applicant Pays Fee to Agency)		
MOGEA (proctoring fees per scheduled test hour)	4.00	5.00
Pearson Content Tests (proctoring fees per scheduled test hour)	4.00	5.00
Correspondence Testing	35.00	35.00
Joint Admissions Resident (living on campus, but attending school in Trenton)		
Per Trimester	158.90	151.90
Per Trimester with Laptop	392.70	385.70
(rates based on Activity, Wellness, Readership, Safe Rides, Technology Fees at flat 14 credit hour rate)		
Lab Manuals (prepared locally), Class Projects, etc. -Cost + Sales Tax	cost+sales tax	cost+sales tax
Library		

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Library Borrower Card		
Individual without Maryville Card - 1st. Year	20.00	20.00
After first year/yr.	10.00	10.00
Library Fines		
Reserve/hr.	0.50	0.50
Unreturned book (after 30 days)	\$15 + cost	\$15 + cost
Unreturned MOBIUS book (after 45 days)	120.00	120.00
Mutilated Library Materials	Equip. Chg.	Equip. Chg.
Late fee for audiovisual equip. returned after due date (after 1 day)/day	5.00	5.00
Unreturned audio visual equipment (late fee accumulates until billed)	Repl. Cost	Repl. Cost
Faculty/Staff	Repl. Cost	Repl. Cost
Horace Mann Library Fines		
Unreturned book (after 30 days)	\$15 + cost	\$15 + cost
Locker Rental - Colden Hall/Trimester	10.00	10.00
Mass Comm Department		
Missourian Advertising (contact for pricing)		
Tower Yearbook (Sales tax additional)	34.50	34.50
Missouri Academy		
Program Fee - to defray costs associated with programs such as Bridge Program, Summer Research, FBLA, robotics, Model-UN and mathematics competitions	\$6/credit hour	\$6/credit hour
Shuttle Fee - to defray costs associated with providing transportation to designated locations	60.00	80.00
Music Department		
Compact disc/day (Late fee-nonrefundable) Maximum	Text Bk Serv	Text Bk Serv
Compact Disc Replacement (additional - dependent on vendor price)	Text Bk Serv	Text Bk Serv
Show Choir Festival	175.00	175.00
CMENC MS/JH Festival		
Solo	8.00	8.00
Ensemble	10.00	10.00
Jazz Festival		
Bands	150.00	150.00
Combos	100.00	100.00
KKY Middle School/Jr Hi Band Festival (per band)	55.00	55.00
Yuletide Feast Tickets	market rate	market rate
Bearcat Marching Band Music and Folder set	25.00	25.00
Bearcat Marching Band Uniform	500.00	500.00
Dry Cleaning for Choir Tuxedo, Band Tuxedo, or Marching Band Uniform	cost	cost
Replacement Costs for Concert and Marching Band Supplies	Repl. Cost	Repl. Cost
Music Lab Software	cost	cost
Piano Headsets	cost	cost
Tower Choir and Madralier/Celebration Supplies	cost	cost
Homecoming Band Entry	50.00	50.00
Homecoming Guard/Dance Entry	25.00	25.00
Unreturned key	25 + Cost	25 + Cost
New Undergraduate Orientation Student Fee (Except Academy)	140.00	140.00
Parking Permit		
Returned permit - \$10 plus \$2 per week		
Replacement of Permit -Same as original		

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Charge if Permit Returned: \$10 + \$2.00/week		
Commuter/Resident Student		
September - August	90.00	90.00
January - August	70.00	70.00
May - August	50.00	50.00
Faculty/Staff		
Personal Funds		
September - August	90.00	90.00
January - August	70.00	70.00
May - August	50.00	50.00
Benefit	250.00	250.00
Hang-tag for personal vehicles	115.00	115.00
Motorcycle		
September - August	50.00	50.00
January - August	50.00	50.00
May - August	50.00	50.00
Temporary Permit (nonregistered vehicle)/week	20.00	20.00
Fitness Center Members/trimester	30.00	30.00
Recreation Club Members/trimester	30.00	30.00
Other non-students not members of any campus prog./tri.	40.00	40.00
Parking and Safety Violations (cost of repair is assessed if damage is involved)		
Parking Violations		
Parking in handicap reserved space	100.00	100.00
Parking by fire hydrant or in a fire lane	50.00	50.00
Parking on grass	50.00	50.00
Remove, alter, or destroy a parking control device	50.00	50.00
Parking in loading zone (red lines)	30.00	30.00
Parking in no parking zone (yellow lines or curb)	30.00	30.00
Parking on roadway or on crosswalks	50.00	50.00
Parking on the curb or sidewalk	50.00	50.00
Parking in a reserved area	30.00	30.00
Parking which creates a safety hazard	50.00	50.00
Failure to register or display a permit	30.00	30.00
Failure to properly display (hangtag or permit)	30.00	30.00
Failure to report a change of vehicle	30.00	30.00
Failure to register bicycle	30.00	30.00
Towing	100.00	100.00
Other	50.00	50.00
Traffic Violations		
Too fast for conditions	50.00	50.00
Failure to observe a traffic control device	50.00	50.00
Wrong way on one-way street	50.00	50.00
Failure to stop or obey University Police Officer	50.00	50.00
Careless driving	50.00	50.00
Driving on grass or sidewalk	50.00	50.00
Illegal U-turn	50.00	50.00
Speeding	50.00	50.00
Other	50.00	50.00
Surcharge through Department of Motor Vehicles		
for car without Northwest registration	5.00	5.00
Performing Arts Tickets	Market	Market
CAPS Tickets	Market	Market
Homecoming Tickets	Market	Market
Music Productions Tickets	Market	Market
Music Concert Tickets	Market	Market

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Theater Tickets	Market	Market
Professional Education Unit		
Assessment Fee for Teacher Education (Billed in 4 - \$25 installments)	100.00	100.00
Teacher Portfolio - Tk20 subscription - fee set by vendor		
HHS Department (Programs begin with opening of fall trimester unless otherwise specified)		
Foster Fitness Center & Recreation Center Memberships		
Northwest Student		
Annual	ID	ID
Monthly	ID	ID
Daily	ID	ID
Employee/Retiree/Dependent/Spouse		
Annual	135.00	120.00
Monthly	NA	20.00
Daily	5.00	5.00
Fitness Classes/Personal Training		
Daily	NA	\$5 per class; \$60 for 30 class pass
Locker Rental (limited availability; split between FFC/RC)		
Annual		60.00
Trimester	30.00	30.00
Daily		5.00
NOTE:		
Fitness & Recreation Center/year - Annual Memberships are from Aug 1 through July 31		
All passes purchased are non-refundable.		
No one under 18 admitted to recreation center without Northwest ID.		
Effective June 2015, only established community members will be grandfathered membership privledges at published employee rates and must maintain concurrent annual membership to maintain privledges.		
Community Programs - Facilities usage (\$50 deposit/\$50 per hour)	50.00	50.00
Dance	40.00	40.00
CPR Certification	30.00	30.00
Wellness Assessment	40.00	40.00
Stress Test	50.00	50.00
Human Performance class	30.00	30.00
Fitness/Movement Assessment	10.00	10.00
Cholesterol Screening	35.00	35.00
Mozingo Outdoor Education & Recreation Area (MOERA)		
Challenge course (\$60 deposit) Team Building		
1/2 Day (3 hours)-groups		
Northwest Student Groups/cost per participant (11 or less)	30.00	30.00
Northwest Staff & Non-profit Groups/cost per participant - 12 or more	25.00	25.00
Corporate/for profit groups	40.00	40.00
Full Day (6 hours)		
Northwest Student Groups/cost per participant (11 or less)	40.00	40.00
Northwest Staff & Non-profit Groups/cost per participant - (12 or more)	35.00	35.00
Corporate/for profit groups	50.00	50.00
Climbing Structures (Tower, Wall) (\$60 deposit)		
1/2 Day (3 hours)		
Northwest Student Groups/cost per participant	30.00	30.00
Northwest Staff & Non-profit Groups/cost per participant	25.00	25.00
Corporate/for profit groups	40.00	40.00
Full Day (6 hours)		
Northwest Student Groups/cost per participant	40.00	40.00
Northwest Staff & Non-profit Groups/cost per participant	35.00	35.00
Corporate/for profit groups	50.00	50.00

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
User Fees/Rentals (Sales tax included where applicable)		
MOERA Building Use (\$30 deposit):		
One-Half Day	50.00	50.00
Full-Day	100.00	100.00
Challenge Course/per hour per person	10.50	10.50
Archery Equipment Rental	50.00	50.00
Monthly Archery Shoot	15.00	15.00
Canoe Rental/day	20.00	20.00
Kayak Rental/day	20.00	20.00
Boat trailer (canoes/kayaks)	50.00	50.00
Field Archers Membership (annual pass) or \$3 per day	25.00	25.00
Trap/round (25 shots)	7.00	7.00
Ammo sales/box	8.00	8.00
Trap Class	60.00	60.00
Archery Class	25.00	25.00
Gun Rental/day	10.00	10.00
Shooting sports class	60.00	60.00
Rounds = 100	20.00	20.00
Paintball/airsoft equipment rental (100 rounds)		
Rounds = 100	20.00	20.00
Rounds = 300	30.00	30.00
Rounds = 500	40.00	40.00
Paintball ammo		
Rounds = 100	7.00	7.00
Rounds = 500	25.00	25.00
Rounds = 1,000	40.00	40.00
Rounds = 2,000	60.00	60.00
Shooting sport facility rental	15.00	15.00
Nature & Welcome Center Building Use:		
Deposit	100.00	100.00
One-half day per room	50.00	50.00
Full-day or evening per room	75.00	75.00
One-half day entire facility	100.00	100.00
Full-day or evening entire facility	300.00	300.00
Front or Back lawns per 1/2 day	40.00	40.00
Front or Back lawns per full day	60.00	60.00
Bike rentals		
Deposit	25.00	25.00
Per hour per bike	9.50	9.50
Per day per bike	15.00	15.00
Group rental of 6 or more bikes 1/2 day	35.00	35.00
Group rental of 6 or more bikes full day	45.00	45.00
Climbing Class	20.00	20.00
Challenge Course Facilitation Class	30.00	30.00
Fish and Stream Experience	380.00	380.00
Exploring Recreation Resources	599.00	599.00
Fish and Stream Experience	400.00	400.00
Internship and Field Wk Practicum	100.00	100.00
Nutrition Practicum Supervision	50.00	50.00
Food Lab Consumables and Related Student Supplies	30.00	30.00
Diet and Nutrition Lab	30.00	30.00
ISPP Program	8,800.00	8,800.00
President's Office		
Paper Copies of Board Minutes - min/set - per statute: \$.10/page plus	\$.10/page +	\$.10/page +
research and supplication fees at the hourly rate to pay for clerical staff	labor	labor
Registrar's Office		
Electronic Transcript Delivery Fee (school to school)	2.25	2.25

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Electronic Transcript Delivery Fee (to employer or individual)	3.00	3.00
Transcript Fee		
Northwest	5.00	5.00
Northwest Missouri Community College	7.00	5.00
Tarkio College	12.00	5.00
Photocopy fee for non-transcript documents/page (Includes Sales Tax) i.e. Course Syllabi	0.25	0.25
FAX Fee/document (for special processing and rush service) (or cost if greater than amount listed)	5.00	5.00
Late Registration/Verification	15.00	15.00
Residential Life		
Student Personal Property Insurance	Set by Co.	Set by Co.
Improper check out	35.00	50.00
Damage fine	Equit. Chg.	Equit. Chg.
Loft removal	100.00	100.00
Key/fob not returned (key and core must be replaced)	cost	cost
Lock-out fee - After desk hours:		
First three free - Four thru six/each additional	10.00	15.00
Seven and beyond/each	15.00	20.00
Late sign-up for break	10.00	15.00
Housing Pre-payment (effective fall 1995 contracts)	150.00	150.00
Apartment Agreement Cancellation Fee (1 month's rent)	one month's rent	one month's rent
Cancellation Policy for Academic Year (Room and Board)		
Processing Fee	50.00	50.00
From date signed until April 1	-	-
April 2 - May 1	50.00	50.00
May 2 - August 1	100.00	100.00
August 2 - August 21	200.00	200.00
Spring Agreements Only - November 2 to January 9	100.00	100.00
After August 21 (or January 9) 35% of remaining balance	35% of Bal	35% of Bal
Requires Approval of Extenuating Circumstances		
Room Contract Change after change period	25.00	25.00
Room Rental-Guest Room (includes sales tax)		
Overnight guest rooms - Single	40.00	40.00
Each additional guest - \$10.00	10.00	10.00
Long term (taxable unless contracted in advance for 30 days or more)/wk	140.00	140.00
Guest Apartment (per month)	500.00	500.00
Room Rental-nightly for Camps and students/bed		
Double		
Highrises	14.00	14.00
Modified Suites	16.00	16.00
Single		
Highrises	17.00	17.00
Modified Suites	20.00	20.00
Forest Village Apartments	22.00	22.00
Linen Service nightly for camps (rate per person)		
Bath Set	1.25	1.25
Bed Set	4.00	4.00
Room Contract Extension - Prorated based on trimester contract price		
Room Rental-SOAR nightly		
2-person suite	25.00	25.00
4-person suite	50.00	50.00
Linen Service for SOAR (rate per person)		
Bath Set	1.25	1.25

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Bed Set	4.00	4.00
Room Rental-Upward Bound Students (chrg for full program)/bed	15.00	15.00
Hotel Rate-per room (non-contract individual, per room)	25.00	25.00
Sorority Chapter/Storage Room Fee (per year)	300.00	300.00
Hall Desk Fees		
Ping Pong Balls	Replacement	Replacement
Envelops/ea.	0.10	0.10
Broken Equipment	Replacement	Replacement
I.D. Replacement (tax will be added)	20.00	20.00
Meal plan late change fee	-	50.00
Declining Balance Increments	25.00	25.00
sales tax added if not on a meal plan:		
Meals (Contact ARAMARK for any not listed)		
Returned Check Service Charge	20.00	20.00
Rodeo Arena		
Horse Stall Rental - per month rate	75.00	100.00
Arena Rental - first day rate	600.00	900.00
Arena Rental - additional day rate	200.00	200.00
Arena Rental with lights (daily rate noted above plus hourly rate for lights)	25.00	25.00
Safety Office		
Incident report requests	3.00	3.00
Event Security	150.00	150.00
Special Programs with Non-Standard Rates		
American Museum of Natural History (AMNH) Science Seminar Fee Per Credit Hour	-	125.00
<i>Note: This fee will be moved to the Special Programs with Non-Standard Rates Schedule for future reference</i>		
Student Affairs		
Posting Violation/max	25.00	25.00
Discipline Fines/per offense	up to \$400	up to \$400
Student Health Insurance (Student Only)	Set	Set
International Students (under age 24)-Annual (Coverage Required)	by	by
	Company	Company
Experiential Educational Professional Liability Insurance Fee	-	35.00
Student Materials (sales tax applicable)	Cost	Cost
Student Teachers Outside Area		
Supervisor charges for student teacher going outside boundaries set by Professional Education. Fees vary from \$350 to \$900.	Varies	Varies
Study Abroad		
Administrative fee for Study Abroad and student teaching program	125.00	125.00
Administrative fee for faculty led programs and internships internationally	50.00	50.00
Textbook Fines/day	5.00	5.00
Maximum	50.00	50.00
(If not returned/lost charged cost of course materials and sales tax in addition to fine)		
Textbook Rental (graduate students; including GA's-500 level)/bk.	20.00	20.00
Late Textbook Pickup	30.00	30.00

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
University Relations		
Photography (on-line reprint sales)		
4X6 reprint	8.00	8.00
5X7 reprint	10.00	10.00
8X10 reprint	20.00	20.00
11X14 - 13X19 reprint	30.00	30.00
16X24 reprint	40.00	40.00
24X36 reprint	111.00	111.00
5 x 7 team/reunions/camps, etc. (when purchased in quantity)	4.00	4.00
8X10 team/reunions/camps, etc. (when purchased in quantity)	5.00	5.00
DVD of video services project (per disk)	8.00	8.00
<i>For print only, does not include matting or frame</i>		
Video Conferencing Usage (Distance Learning)		
Video-conferences, M-F, 8:00 a.m. to 5:00 p.m. (per hour rate)	25.00	25.00
Video-conferences, M-Th, after 5:00 p.m. (per hour rate)	35.00	35.00
Video-conferences, Friday after 5:00 p.m., Saturday & Sunday (per hour rate)	50.00	50.00
Wellness Center		
Designated Wellness Fee covers clinical office visit charges, not paid by insurance; co-pays for clinic visits; counseling visits; access to health education; and promotion programming.		
There are some medical fees not covered and these can be obtained by contacting Wellness Services at 660-562-1348.		
Wire Transfers	FY 14-15	FY 15-16
Incoming International transfers	100.00	100.00
Other Notes		
Child Development Workshops (currently none are offered)		
Continuing Education Recording Fee (if CEUs desired)	5.00	5.00
Regional Professional Develop Center		
Varying fee covering supplies, instruction, and miscellaneous costs		
INTERNAL DEPARTMENTAL CHARGE-BACKS		
Athletic Facility setup/teardown		
Athletic Contests	175.00	175.00
Other events requiring tables/chairs on BB floor	225.00	225.00
Camps (rates effective Summer 2015)		
Continental Breakfast	5.80	5.99
Breakfast	6.31	6.49
Lunch/brunch	7.23	7.45
Dinner	8.25	8.49
Sack Lunch	6.67	6.89
Copy Center		
Copies produced at Copy Center/copy		
B & W 8.5 X 11 Copies/Prints on White Paper	0.03	0.03
Color 8.5 X 11 Copies/Prints on White Paper	0.10	0.10
Colored paper	0.04	0.035
Astro-bright paper	0.04	0.04
Cover stock	0.07	0.065
Binding	0.50	0.50
Lamination/foot	1.25	1.25
Acetate/Special Covers	0.50	0.50
Copies on departmental copiers/copy		
Black & White copies	0.05	0.05

USER FEES - STUDENTS, EMPLOYEES, AND UNIVERSITY AFFILIATES	FY 14-15	FY 15-16
Color copies	0.12	0.12
Posters		
24"	4.00	5.00
36"	5.00	6.00
42"	6.00	7.00
<i>Contact Mail/Copy Center for additional pricing</i>		
Sign Shop		
Call extension 1844 for items available and pricing		
Telephone Service (Dependent on State rates to NW)		
Local Service/month	18.90	18.90
Additional appearance of a number	18.90	18.90
Voice mail/month	3.50	3.50
Toll/minute	0.14	0.14
CenturyLink directory listing	4.01	4.01
Cell/Blackberry-staff-data & voice (based on University's provider pricing)		
Transportation Department		
Vehicle Use		
<i>Charge subject to change due to changes in fuel costs</i>		
Cars/mile	0.45	0.45
Mini-van/mile	0.55	0.55
Maxi-van/mile	0.80	0.80
Bus/mile	3.50	3.50
Bus/Sitting Daily Rate (includes driver costs) - starts after first night	150.00	150.00
Shuttle Bus (handicap access.)/mile	1.00	1.00
Box-Moving Truck/mile	1.00	1.00
Driver Provided for car or vans		
Regular time/hour	17.50	17.50
Overtime/hour	25.00	25.00
Short Trip Charge (City/University Campus/Mileage Restrictions)		
Cars (less than 100 mi.)/trip or day	45.00	45.00
Mini-vans (less than 100 mi.)	55.00	55.00
Maxi-vans (less than 100 mi.)	80.00	80.00
Buses-local (city/University <=4 hours)	150.00	150.00
Driver charge for trips > 4 hours - regular time/hour (flat rate + hrly rate for hrs >4)	25.00	25.00
Driver charge for trips > 4 hours - overtime/hour (flat rate + hrly rate for hrs >4)	40.00	40.00
Buses-outside local (under 100 miles <=8 hours)	350.00	350.00
Driver charge for trips > 8 hours - regular time/hour (flat rate + hrly rate for hrs >8)	25.00	25.00
Driver charge for trips > 8 hours - overtime/hour (flat rate + hrly rate for hrs >8)	40.00	40.00
Box/Moving Truck/day	60.00	60.00
Shuttle Bus (handicap access)/day	100.00	100.00
Cleaning fee (if bus returned in unsatisfactory condition)	50.00	50.00
Notes:		
For any fees requiring sales tax; taxes will be applied at effective State and Local rates		