New Fee Request
Laboratory or Course Fees

Generally, laboratory and course fees can be assessed for special, unique costs required for materials or other tangible products or services. These fees are defined as a lab fee, field trip fee, or a course fee.

Budget & Resource Planning will help in setting appropriate rates based on allowable costs.

Prepared by: Jane Smith
Department: Chemistry
Date: 10/08/2014

Course Title: General Chemistry

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Course Number</th>
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<tr>
<td>CH</td>
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*Leave blank if you do not know the detail code or need to have one assigned

Briefly describe the purpose of the fee and how the amount was determined, attach supplement as needed

Laboratory fees reflect the actual material and supply costs incurred by chemistry department for general chemistry course. Students will be able to retain the equipment after the lab class is completed. The student will receive one pair of eye wear and 3 beakers. These supplies are needed in order to complete the labs.

Anticipated Revenue Per Year (Sections x Enrollment x Fee = Anticipated Revenue)
Please include the cost per student, number of students to pay the fee, and cost to department

2 sections x 15 students x $25 course fee = $750

Total cost for the department for purchase of eye wear and 3 beakers is $24.95. This includes all UO Purchasing discounts. Department will pay out = 15 students x 2 terms x $24.95 cost of supplies = $748.50.

Approved by (signatures required prior to submission to BRP):

Department Head
Date

Dean
Date

BRP ONLY:
Approved by: