Additional College and Course Fees and Incidental Charges

Depending on the major pursued or the courses selected by a student, additional fees and charges may be assessed for the incidental cost of services. Students should be aware of additional fees and charges incurred by their major or course selection. Some but not all of these fees and charges are noted by the course listing in the online schedule of classes.

Certification Charge – College of Education and Human Development

All post-baccalaureate students seeking initial teacher certification are charged $75 per semester to defray costs of providing transcript evaluation, group and individual advising, and processing of certification applications to the State Board.

Graduate

A charge of $25 per student is assessed graduate students seeking various professional certifications. Services for graduate students are provided only during their final semester. The fee will be attached to EDL 6941-3 for Educational Leadership students and may be assessed for other professional certification courses for principals, school counselors and Master Reading teachers.

College of Liberal and Fine Arts and College of Sciences Majors

A charge of $20 per semester is assessed College of Liberal and Fine Arts and College of Sciences majors seeking teacher certification to defray costs associated with group advising, individual advising, processing applications for admission to the Program, processing applications for certification to the State Board, outreach via classroom visits and mobile advising at student events.

College of Architecture Programs Fee

A fee of $25 per course is assessed students enrolled in courses in the architecture curriculum who use any of the studios under the direction of the College of Architecture. This fee is to defray costs of supplies, materials, equipment, and services for students enrolled in Architecture, Interior Design, and Construction Science and Management curriculum.

Counseling Support Fee

All students registered in certain counseling department courses are charged a fee of $35 per course to defray costs of services and training designed to prepare counselors.

Deficiency Plan Charge – College of Education and Human Development

A charge of $75 is assessed for transcript evaluations and certification plans as requested by students seeking teacher certification and employment in local schools.

Dietetics and Nutrition Fees

Materials Fee

A fee of $112 per semester credit hour is assessed all students enrolled in certain Dietetics and Nutrition Program courses to defray costs associated with the purchase of foods, consumable supplies and materials to be used in a kitchen laboratory.

Practicum Fee

A fee of $20 per semester credit hour is assessed all students enrolled in certain Dietetics and Nutrition Program courses to defray costs associated with supervision of students at affiliation sites at various locations; including student liability coverage costs associated with the practicum courses, related faculty travel, recruitment and meetings with preceptors, field trips, instructional support materials, recognition events and training for the preceptors.

Testing Materials Fee

A fee of $125 per semester credit hour is assessed all students enrolled in certain Dietetics and Nutrition Program capstone courses to defray costs associated with the purchase of educational materials for assessing student learning using computer-based testing in preparation for the national credentialing exam and including, but not limited to, the purchase of revised materials and annual subscriptions to online manuals.

Digital Learning Fee

A fee of $25 per semester credit hour may be assessed distance learning students to defray costs associated with managing, maintaining, upgrading and general operations of the University’s Learning Management System (LMS) and online course development activities.

Education Assessment Course Fee

A fee of $15 per undergraduate course and $25 per graduate course will be assessed all students registered in certain College of Education and Human Development courses to defray costs of development and maintenance of a collection of professional assessment materials.

Education TExES Charge

A charge of $46 per semester is assessed all students pursuing teaching or professional certification through the College of Education and Human Development to defray costs associated with providing materials and services mandated by the Texas Education Agency, to support student success on the Texas Examinations of Educator Standards (TExES). Services offered include individual and group tutorials, workshops and large review sessions, implementation of Practice TExES exams, instructional materials, supplies, and salaries.

Educational Field Instruction Fee

A $57 fee will be assessed all students during their semester of student teaching and students in special education practicum settings, counseling practica, and student internships to defray costs associated with providing materials and services associated with field-based courses and practica, to include supervision of student teachers, interns, and students in field placement at both the graduate and undergraduate levels, appreciation items for student teaching supervisors, mileage costs and salaries, training in the use of educational technology, and travel to mandatory state-wide Texas Education Agency training.
Equipment and Materials Fee

**Department of History**

A fee of $5 per course is assessed all students registered for certain courses in the Department of History to defray costs of supplies, printing and distribution of materials, computer equipment and maintenance, instructional materials and salaries.

**Department of Physics and Astronomy**

A fee of $18 per course is assessed all students registered for certain courses in the Department of Physics and Astronomy to defray costs associated with purchase and maintenance of demonstration equipment, printing supplies, and acquisition of WEBASSIGN to enhance learning and wages.

**Department of Political Science and Geography**

**Media Equipment and Materials** – A fee of $30 per undergraduate student and $35 per graduate student is assessed all students registered for certain courses in the Department of Political Science and Geography to defray costs of the media studio and salaries for tutorial instruction.

**Geographic Information Systems Materials** – A fee of $32 per undergraduate student and $40 per graduate student is assessed all students registered for certain courses in the Department of Political Science and Geography to defray costs of printing equipment and supplies and salaries for tutorial instruction.

**Department of Psychology**

A fee of $5 per course is assessed all students enrolled in certain courses of the Department of Psychology to defray costs associated with providing materials and services to enhance student success through tutorials and instructional support and materials.

Extended Studies Registration Charge

A charge of $100 per semester is assessed students in the Extended Studies Program (http://utsa.edu/ee/esp/About.html) enrolled for select undergraduate courses to defray costs associated with the administration of the Extended Studies Program. The program allows non-UTSA students to enroll in selected undergraduate courses on a space-available basis with a simplified admission and registration process.

**Field Trip Fee**

A supplementary fee is assessed students in certain Biology and Geology courses to pay for the expenses of field trips.

**Foreign Language Multimedia Learning Center Fee**

A fee of $7 per course is assessed each student who registers at UTSA in a foreign language course to defray costs of supplies, printing, equipment and part-time lab helpers in the Multimedia Learning Center.

**Global Business Skills Charge – College of Business International Programs**

A fee of $10 per course will be assessed all students enrolled in certain lower-division undergraduate College of Business classes, a fee of $20 per course will be assessed all students enrolled in certain upper-division undergraduate College of Business classes, and a fee of $20 per course will be assessed all students enrolled in certain graduate College of Business classes to defray costs of programs that develop students’ global business skills including:

1. programs that give participating students on-campus or U.S.-based access to study, research, or practicum in global business;
2. programs that immerse participating students in global business environments for study, research or practicum in U.S. or international locations; and
3. costs to administer programs related to developing global business skills.

**Graduate Services Charge**

**College of Architecture**

A charge of $50 per semester is assessed all students enrolled in graduate courses of the College of Architecture to defray costs associated with recruitment, advising, assistantships, internships, placement and administrative services.

**College of Business**

A charge of $50 per semester credit hour is assessed all students enrolled in graduate or doctoral courses of the College of Business to defray costs including advising, orientation, graduation, certification, placement, research support, recruitment, professional education meetings, seminars, administrative services, graduate student travel, assistantships and other support services.

**College of Education and Human Development**

A charge of $25 per semester credit hour is assessed all students enrolled in graduate or doctoral courses in the College of Education and Human Development to defray costs associated with advising, orientation, certification, placement, research support, recruitment, professional education, meetings, and other administrative and support services.

**College of Liberal and Fine Arts**

A charge of $40 per course is assessed all students enrolled in graduate courses of the College of Liberal and Fine Arts to defray costs associated with advising, orientation, recruitment, professional meetings, laboratory maintenance, administration, internships, and other services.

**College of Public Policy – Department of Public Administration**

A charge of $50 per semester is assessed all students enrolled in graduate courses of the Department of Public Administration to provide advising, recruitment, orientation, internship, placement services, and MPA program accreditation.

**College of Public Policy – Department of Social Work**

A charge of $20 per semester credit hour is assessed all students enrolled in graduate social work courses in the College of Public Policy to defray costs associated with processing social work field education applications, administrative support, community
field liaisons, travel, orientation, training, printing, equipment and supplies.

**College of Sciences**
A charge of $30 per semester credit hour is assessed all students enrolled in graduate or doctoral courses of the College of Sciences curriculum to provide advising, research support, recruitment, professional meetings, assistantships, administrative services, and seminars.

**Individual Instruction Fee – Music**
A fee of $100 per course is assessed all students in certain Music courses to defray the costs associated with instrument purchases, sponsoring artist teachers, master class and workshops for music majors, better tutoring opportunities for performing ensembles and to establish an opera budget.

**Installment Tuition Charges**
A charge of $16 per academic term is assessed when a student elects to pay tuition, fees, and charges under the installment payment plan. This charge is normally included in the first installment payment. A $10 charge is assessed for each delinquent installment payment.

**Instrument Users Fee**
- **College of Sciences**
  - *Environmental Science Courses* – A fee of $15 per course is assessed all students registered in certain Environmental Science courses to defray costs of repairing and replacing teaching equipment.

- **Department of Biology** – A fee of $10 per course is assessed all students registered in certain Biology courses to defray costs of repairing and replacing teaching equipment.

- **Department of Chemistry** – A fee of $15 per course is assessed all students registered in certain Department of Chemistry courses to defray costs of repairing and replacing teaching equipment and salaries for technicians.

- **Department of Geological Sciences** – A fee of $15 per course is assessed all students registered in certain Department of Geological Sciences courses to defray costs of repairing and replacing teaching equipment.

- **Department of Physics and Astronomy** – A fee of $20 per course is assessed all students registered in certain Physics and Astronomy courses to defray costs of purchase, repair and maintenance of teaching equipment and salaries for technicians.

- **Department of Music**
  A fee of $30 per course is assessed all students registered in certain Music courses to defray costs of musical instrument technical training and the replacement and maintenance of musical instruments.

**International Student Insurance Fee**
All international students are required to purchase the UT System Student Health Insurance Plan, which covers basic medical expenses for injury and sickness. The plan is in compliance with the United States Information Agency’s regulations. The fee is assessed as part of the regular tuition and fee charges. A waiver of this fee is available, provided 1) the student presents proof of coverage by a comparable U.S. health plan, and 2) UTSA approves the comparable health coverage.

**International Student Program Charge**
A charge of $75 per semester will be assessed all international students to defray costs of programs and services for international students in the Office of International Programs.

**International Student Application Charge**
A charge of $100 per application is assessed each international student application to defray costs associated with evaluation and processing.

**Internship Fee – Department of Criminal Justice**
A fee of $65 is assessed each student enrolled in Department of Criminal Justice courses to defray costs associated with creating, developing, and implementing internships including salaries and material costs.

**Laboratory Fee**
In certain courses, a laboratory fee, not to exceed the actual cost of materials and supplies and no less than $2 nor more than $30, may be charged. When a laboratory fee is charged, the online schedule of classes indicates the associated fee.

**Learning Resource Fee**
A fee is assessed each student enrolled in Core Curriculum courses, Writing Program courses, College of Business undergraduate courses, College of Education and Human Development undergraduate and graduate courses, College of Engineering courses, College of Liberal and Fine Arts courses, College of Sciences courses, and certain University College courses to provide materials, services and administrative support to enhance student success. The fee varies based on course enrollment as follows: $4 per Core Curriculum semester credit hour; $4 per Writing Program semester credit hour; $15 per College of Business lower-division undergraduate course; $21 per College of Business upper-division undergraduate course; $10 per College of Education and Human Development undergraduate and graduate course; $20 per College of Engineering course; $10 per College of Liberal and Fine Arts course; $5 per College of Sciences semester credit hour; and $12 per University College semester credit hour.

**Manipulatives Fee – Department of Mathematics**
A fee of $30 per undergraduate course and $35 per graduate course is assessed all students in certain mathematics courses to defray costs of manipulatives used in courses for pre-service and in-service mathematics teachers and payment of salaries for assistance with manipulatives.

**Music Course Fee**
A $25 per course fee for non-Music majors is assessed students who are registered in a course that uses equipment for instructional purposes.

**National Student Exchange Program Application Fee**
A fee of $95 is assessed students participating in the National Student Exchange program to defray costs associated with the application fee charged by NSE for student participation.
Additional College and Course Fees and Incidental Charges

No Show Charge

Counseling Services
A fee of $5 per missed appointment is assessed all students who do not attend their scheduled appointment.

Health Services
A fee of $5 per missed appointment is assessed all students who do not attend their scheduled appointment.

Parking Fees
All vehicles parked on campus must comply with UTSA Parking and Traffic Regulations. Copies of these regulations are available during registration in the UTSA Business Auxiliary Services office and online at http://utsa.edu/parking/. In addition, University Police strictly adhere to and enforce Texas Vehicle Inspection Laws for all vehicles parking or driving on property owned by The University of Texas at San Antonio. All permits expire on August 31st of the academic year for which they are issued.

<table>
<thead>
<tr>
<th>Types of Permits</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commuter</td>
<td>$155</td>
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<tr>
<td>Resident</td>
<td>$260</td>
</tr>
<tr>
<td>Garage</td>
<td>$805</td>
</tr>
<tr>
<td>Night Garage</td>
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<tr>
<td>Flex</td>
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</tr>
<tr>
<td>Night Commuter</td>
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<tr>
<td>Motorcycle</td>
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</tr>
<tr>
<td>Commuter Daily</td>
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<tr>
<td>Resident Daily</td>
<td>$6</td>
</tr>
<tr>
<td>Alumni Permit</td>
<td>$45</td>
</tr>
</tbody>
</table>

Parking permits are available for persons with disabilities in accordance with applicable statutory law and UTSA Parking and Traffic Rules and Regulations. Students who park illegally in spaces reserved for persons with disabilities are subject to a fine up to $250 and loss of campus parking privileges.

Physical Education Fees

Golf Activity Fee
A fee of $80 for a semester or summer term is required for physical education golf activity courses to defray costs of equipment for use of driving range.

Kinesiology Activity Fee
A fee of $10 per course is assessed students in certain Kinesiology courses to defray costs of equipment and services associated with providing locks, lockers, and towels.

Kinesiology Supply and Maintenance Fee
A fee of $10 per course is assessed all students registered in certain Kinesiology courses to defray costs associated with purchase of disposable or consumable materials and maintenance of equipment in instructional classes.

Outdoor Activity Fee
A fee of $40 per semester is assessed all students enrolled in certain Kinesiology courses to defray costs associated with repair and purchase of equipment and transportation.

Professional Affiliation and Development Fee – Department of Social Work
A fee of $25 per semester is assessed each student enrolled in certain social work courses to defray costs associated with affiliation expenses for professional organizations (accreditation fees, membership, travel, etc.) and professional development for social work graduate students (registration, travel, honorarium, etc.).

Professional Development Charge – College of Business Undergraduate Students
A charge of $25 per upper-division undergraduate student is assessed all upper-division College of Business students each semester ($15 per summer semester) to defray costs associated with providing personnel, instruction, and other support for professional development programs, placement, and internship support services.

Program Charges

Honors College
A charge of $20 per semester is assessed all students enrolled in the Honors College to defray costs associated with providing services and programs to Honors students.

Roadrunner Camp Charge
A charge of $125 is assessed each student attending Roadrunner Camp.

Study Abroad – Exchange Application and Processing Charge
A charge of $50 per semester is assessed all students applying to participate in study abroad and exchange programs.

Study Abroad – Exchange Registration Charge
A charge of $100 per semester is assessed all students registered in study abroad and exchange programs.

School Psychology Support Fee
A fee of $14 per semester credit hour is assessed all students enrolled in the School Psychology Master’s Program to defray costs associated with services and training necessary to prepare School Psychologists for practicum, school-based internships, job placement, and for clinic operations and support.

Studio Art Fee
A fee of $35 per course is assessed students enrolled in art (ART) courses in the visual arts curriculum that will use any of the studios under the direction of the Department of Art and Art History to defray costs associated with set up and maintenance of the art studios, instructional exhibitions, wages for graduate assistants and costs of supplies and materials.

Supplementary and Special Fees
Some art, music, and other courses may require supplementary or special fees. When such fees are assessed, the online schedule of classes indicates the associated fee.
Technology Services and Instructional Support Charge

College of Architecture
A charge of $5 per semester credit hour is assessed all students enrolled in any undergraduate or graduate College of Architecture classes to defray costs associated with providing personnel and equipment support for instruction, including both direct and indirect costs.

College of Business
A charge of $15 per course is assessed all students registered in certain College of Business courses to defray costs associated with personnel and equipment support for instruction.

College of Education and Human Development
A charge of $5 per semester credit hour is assessed all students registered in College of Education and Human Development courses to defray costs associated with providing personnel and technology support for Web design, procurement, maintenance and support, computer hardware and software, and other support necessary to maintain laboratory operations as well as technology for student needs and distance learning.

College of Engineering
A charge of $10 per semester credit hour is assessed all students enrolled in any undergraduate or graduate Engineering course to defray costs associated with providing additional personnel, calibration of equipment, computer software/hardware, service contracts, and other laboratory equipment maintenance.

College of Sciences
A charge of $5 per semester credit hour is assessed all students registered in certain College of Sciences courses to defray costs associated with providing additional personnel and equipment support for instruction, technology support for Web design and maintenance, Web accessible course information, support for academic reporting and distance learning, service contracts, and other support necessary to maintain laboratory equipment.

Writing Program
A charge of $2 per semester credit hour is assessed all students enrolled in certain Writing Program courses to defray costs associated with providing personnel and equipment support of instructional design incorporating new technologies.

Three-Attempt Enrollment Charge
A charge of $405.09 per semester credit hour is assessed all undergraduate students enrolled in the same course for the third and subsequent times to defray revenue lost as a result of nonfunding by the state.

Undergraduate Credit Limitation Charges

45-Hour Undergraduate Credit Limitation
Resident undergraduate students who initially enrolled from the Fall 1999 Semester through the Summer 2006 Semester and who enroll in courses in excess of 45 semester credit hours above those required for completion of their degree program will be assessed an additional charge of $405.09 per semester credit hour to defray UTSA’s loss of formula funding revenue from the state.

30-Hour Undergraduate Credit Limitation
Effective Fall 2006, all new undergraduate resident students will be assessed the higher tuition rate of $405.09 per semester credit hour for hours attempted in excess of 30 semester credit hours above those required for completion of a degree to defray UTSA’s loss of formula funding revenue from the state.

Students with questions or who wish to appeal this policy due to extenuating circumstances should contact their advising center.

Please refer to “Undergraduate Credit Limitation (http://catalog.utsa.edu/informationbulletin/generalacademicregulations/undergraduate/registration/#limit)” in General Academic Regulations.

Doctoral Credit Limitation Charges

99-Hour Doctoral Credit Limitation
Doctoral students who enroll in courses in excess of 99 semester credit hours of doctoral work will be assessed an additional charge of $797.70 per semester credit hour to defray UTSA’s loss of formula funding revenue from the state.

UTSA Card Replacement Charge
A charge of $10 per card is assessed for replacement of a lost and/or stolen student identification card.

Writing Materials Fee
A $5 per course fee is assessed for composition courses.