

May 31, 2013

Dean Marylynn V. Yates
College of Natural and Agricultural Sciences

Dear Marylynn,

In response to your request, and pursuant to the authority delegated to me by the President of the University, I am formally approving your request to change the existing Course Material Fees (CMF) for the following courses beginning with the Fall Quarter Fiscal Year 2013 - 14:

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DEPARTMENT	COURSE #	COURSE TITLE	OLD FEE AMOUNT	NEW FEE AMOUNT	% INCREASE
Botany & Plant Sciences					
	BPSC 031	Spring Wildflowers	\$10	\$25	250%
Entomology					
	ENTM 173	Insect Physiology	\$25	\$15	-40%

The approved fees must be charged consistently to all students enrolled in the applicable course, including all concurrently enrolled (University Extension) students. Under no circumstances are CMF waivers to be granted.

Revenue collected may only be used to fund expenditures that were included in the development of the specific CMF. In addition, the collection of CMF must be handled through the Campus Cashier in accordance with existing procedures and guidelines governing Student Fees, including the refund policy.

By copy of this letter, I am requesting Vice Chancellor James Sandoval to ensure that these fees are reflected in the Course Catalog and Schedule of Classes, and that they are included in the student budget used in determining financial aid awards.