

**University Student Fees Committee**

**DATE:**

**TO:**

**FROM:**

**RE:**

**Issue**

*Please describe a brief description of the issue and explain why it is being brought to the University Student Fees Committee.*

**Context/Background of the Issue**

*Please provide a brief description of the background of the issue including how it began or how it was handled in the past, if applicable.*

**The Request Made to USFC and Rationale/Implications for the Request**

*Please articulate the request clearly and provide the rationale for the request including how it would resolve the issue. If applicable please provide the implications by including the benefits and/or detriments if the request is approved or not approved.*

**Additional Information if applicable**

If this issue relates to a request for new fee or a change in an existing fee, please use the **Fee Request Template**. You are advised to consult with **Accounts Receivables** prior to submitting this proposal to USFC.

I/We have contacted with Accounts Receivables: YES [ ]  NO [ ]