



ADMINISTRATIVE POLICY

Student Services Fee Policy

Approval Authority:	University Enrollment Affairs	Originally issued: May 2019
Responsible Administrator:	Vice Provost for University Enrollment Affairs	
Responsible Office:	Enrollment Affairs: Office of the Vice Provost/Office of Student Accounts	Current version effective as of: August 2020
Policy Contact:	Director of Student Accounts/Bursar	

POLICY STATEMENT/REASON FOR POLICY

The following document defines the framework and requirements surrounding the Student Services Fee (including waivers) applied to individual student accounts each term.

THIS POLICY APPLIES TO

This policy primarily applies to the Office of Student Accounts (OSA), which is the centralized billing and collection point for all student account activity. This document also applies to all Vanderbilt University students and any Vanderbilt University employee who assists OSA with the information applied to a student account or provides the Vanderbilt Board of Trust and automatically calculated and billed through the Office of Student Accounts as a single charge each term.

- A. All registered students
- B. The Student Services Fee is charged to all students regardless of number of hours taken or program of study (Audit courses excluded unless the course is a part of a certificate program such as offered with the Next Steps Program).
- C. The Student Services Fee provides financial support, based on the University’s needs, for student co-curricular interests, organizations, events, and programs, as well as student support services and resources, which may be carried out through, among others, the following entities:

- Arts and Campus Events
- Athletics
- Career Center
- Center for Student Wellbeing
- Dean of Students
- Graduate Student Council

Greek Life
Immersion Resources
Project Safe
Recreation and Wellness Center
Student Care Coordination
Student Care Network
Student Center for Social Justice and Identity
Student Centers
Student Leadership Development
Student Organizations
Tutoring Services
University Counseling Center
Vanderbilt Student Communications
Writing Studio

This list is merely intended to be representative of the type of co-curricular interests, organizations, events, programs, and student support services and resources that may be funded through the Student Services Fee. Allocations are designated each academic year to best meet the needs of the University in serving and supporting students at that time.

For the funding of student organizations, the Student Services Fee Committee is a representative student group appointed by Vanderbilt Student Government (VSG) through an

Assure adequate human resources exist to implement the University's strategy;

Review progress toward the University's goal

Recreation and Wellness Center (REC)

Encourages lifelong learning, develops healthy lifestyles, fosters leadership, instills an appreciation for diverse communities, and enhance interpersonal

Procedures Website

N/A

FAQ Website

N/A