**Deadlines for Variable Tuition Rate Approval by Term for Current Programs**

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| --- | --- | --- | --- |
| **Variable Tuition Start Term** | **Approval Complete and Received by SFS** | **Proposal received by the Dean of Graduate College** | **Proposal received by the Provost** |
| Fall | February 1 | December 15 | January 15 |
| Spring | October 1 | September 1 | September 15 |
| Summer | January 1 | November 15 | December 1 |

These dates were selected to ensure implementation is complete before students register and receive their financial aid award, if applicable.

**Deadlines for Variable Tuition Rate Approval by Term for New Programs**

If a new program proposal includes expectation that the program will be offered with a reduced out of state tuition, the request for the variable rate should proceed in parallel with the academic proposal review through governance. In particular, a complete variable tuition request should be received by the Dean of the Graduate College no later than two weeks following approval of the new program proposal by the Faculty Senate Curricular Affairs Committee. This will allow approval of the rate and implementation by the time the Board of Trustees has voted on the proposal.

Thus, for example, a NEW program approved at the May BOT meeting, which would be added to the catalogue on the June addendum date, can be offered in Fall with the variable tuition in place. The reason this time line is possible for a new program is that there will not have been any prior registrations or financial aid awards since the program did not exist.