



Board of Governors Executive Committee Meeting

<https://us02web.zoom.us/j/88967209750>

Wednesday, 4/16/2025

4:00 - 5:00 PM CT

- I. Roll Call *Presented By: Governor Tim Francka*
- II. Approval of Minutes *Presented By: Governor Tim Francka*
 - A. Approval of Open and Closed Minutes of the Board of Governors Executive Committee Meeting of March 19, 2025
 - II.A. Open Minutes of the March 19, 2025 Board of Governors Executive Committee Meeting - Page 2*
- III. 2025-2026 Fee Schedule *Presented By: President Richard B. Williams; Matt Morris, Vice President for Administration and Finance; and Dr. Dennis Lancaster, Chancellor of the West Plains Campus*
 - A. 2025-2026 Springfield Campus Fee Schedule Summary
 - III.A. 2025-2026 Springfield Campus Fee Schedule Summary - Page 5*
 - B. Approval of 2025-2026 Springfield Campus Fee Schedule
 - III.B. Approval of 2025-2026 Springfield Campus Fee Resolution - Page 8*
 - C. 2025-2026 West Plains Campus Fee Schedule Summary
 - III.C. 2025-2026 West Plains Campus Fee Schedule Summary - Page 35*
 - D. Approval of 2025-2026 West Plains Campus Fee Schedule
 - III.D. Approval of 2025-2026 West Plains Campus Fee Resolution - Page 37*
- IV. Procurement *Presented By: Matt Morris, Vice President for Administration and Finance*
 - A. Approval of Procurement Activity Report
 - IV.A. Approval of Procurement Activity Report - Page 50*
- V. Facilities *Presented By: Matt Morris, Vice President for Administration and Finance*
 - A. Approval of bids and award of a contract to renovate Chick-fil-A at Plaster Student Union
 - V.A. Approval of bids and award of a contract to renovate Chick-fil-A at Plaster Student Union - Page 53*
- VI. Resolution Authorizing Closed Meeting, Pursuant to the Revised Statutes of the State of Missouri 610.021
 - VI. Closed Meeting Resolution - Executive Committee - Page 55*
- VII. Adjournment *Presented By: Governor Tim Francka*

II.A.

**MINUTES OF THE
BOARD OF GOVERNORS EXECUTIVE COMMITTEE MEETING
MISSOURI STATE UNIVERSITY
WEDNESDAY, MARCH 19, 2025**

The Executive Committee of the Board of Governors for Missouri State University held a meeting via Zoom webinar on Wednesday, March 19, 2025, with Governor Tim Francka, Chair of the Board, presiding. Governor Francka called the meeting to order at 4:01 p.m.

Roll Call

Present – Tim Francka, Chair of the Board
Melissa Gourley, Committee Member
Lynn Parman, Committee Member

Absent – Travis Freeman, Committee Member

Also present – Richard B. Williams, President
Rachael Dockery, General Counsel and Vice President for Legal Affairs
and Compliance
Anson Elliott, Governor
Brent Dunn, Vice President for University Advancement
Natalie McNish, Director of Internal Audit and Risk Management
Matt Morris, Vice President for Administration and Finance
Zora Mulligan, Executive Vice President
Jeff Schrag, Governor
Dee Siscoe, Vice President for Student Affairs
Rowena Stone, Secretary to the Board of Governors
Chris Waters, Governor

Approval of Minutes

Governor Francka called for a motion to approve the open and closed minutes of the January 15, 2025, Executive Committee meeting. Governor Lynn Parman provided a motion, receiving a second from Governor Melissa Gourley.

Motion passed 3-0.

Facilities

Matt Morris, Vice President for Administration and Finance, presented a resolution for approval of bids and award of a contract for the water heater replacement at Hutchens House (Bids & Quotations No. 1626-25). Governor Gourley provided a motion for approval, receiving a second from Governor Parman.

Motion passed 3-0.

Mr. Morris presented a resolution for approval of proposal and award of a contract to replace the skylights at Plaster Student Union (Bids & Quotations No. 1627-25). Governor Parman provided a motion for approval, receiving a second from Governor Gourley.

Motion passed 3-0.

Mr. Morris presented a resolution for approval of a project budget and construction management at risk firm with authority to enter into an agreement for professional construction management services in conjunction with the Clifton M. Smart III Advancement Center (Agreement No. 485-25). Governor Gourley provided a motion for approval, receiving a second from Governor Parman.

Motion passed 3-0.

Closed Session

It was determined that the Board of Governors needed to meet in a closed session to consider items of business provided in the Revised Statutes of Missouri. Governor Francka asked if a resolution authorizing a closed meeting of the Board was prepared. Thereupon, the following resolution was presented for consideration:

BE IT RESOLVED by the Board of Governors for Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this executive committee meeting of the Board of Governors to consider items pursuant to:

R.S.Mo. 610.021(3). "Hiring, firing, disciplining or promoting of particular employees by a public governmental body..."

R.S.Mo. 610.021(13). "Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment..."

R.S.Mo. 610.021(18). "Confidential or privileged communications between a public governmental body and its auditor,..."

Governor Parman provided a motion for approval, receiving a second from Governor Gourley.

A roll-call vote was taken. Those voting in favor – Governors Francka, Gourley, and Parman; those voting against – none; those absent – Governor Freeman.

The open meeting recessed at 4:12 p.m. to go into closed session.

The open meeting reconvened at 4:59 p.m.

Adjournment

With no additional information needing to be discussed, Governor Francka called for a motion to adjourn the meeting. Governor Parman provided a motion, receiving a second from Governor Gourley.

Motion passed 3-0.

Meeting adjourned at 4:59 p.m.

Tim Francka
Board Chair

Passed at the meeting of
April 16, 2025

Rowena Stone
Secretary to the Board

III.A.

**2025-2026 Proposed Fee Schedule Summary
Board of Governors
April 16, 2025**

Springfield Campus

Tuition	2024-2025	2025-2026	\$ Increase
Tuition Regular Instruction (per credit hour)			
Undergraduate Missouri Resident	\$290.00	\$302.00	\$12.00
Undergraduate Non-Missouri Resident	\$621.00	\$646.00	\$25.00
Graduate Missouri Resident	\$379.00	\$394.00	\$15.00
Graduate Non-Missouri Resident	\$756.00	\$786.00	\$30.00
Student Service Fees			
Seven credit hours or more per semester	\$691.00	\$836.00	\$145.00
Online only – Seven even credit hours or more per semester	\$346.00	\$418.00	\$72.00
Exception to Tuition Schedule			
High School Dual Credit per credit hour	\$70.00	\$75.00	\$5.00
ANE Courses 700 – 899 per credit hour	\$404.00	\$420.00	\$16.00
ITC 752	\$379.00	\$500.00	\$121.00
Other Enrollment Fees			
Reynolds College of Arts, Social Sciences and Humanities			
All RCASH courses 100 – 199 (see exceptions) *	\$25.00	\$25.00	\$0.00
All RCASH courses 200 – 799 (see exceptions)	\$25/\$35	\$45.00	\$10/\$20
College of Business			
All COB level 600 -799**	\$65.00	\$65.00	\$0.00
McQueary College of Health and Human Services			
All MCHHS Courses – 000-599 (see exceptions)	\$30.00	\$40.00	\$10.00
All NUR courses 000-599	\$75.00	\$80.00	\$5.00
All ANE, ATC, BMS, COU, CSD, DTN, HCM, HLH, KIN, PBH, NUR, OTE, PAS, PSY, PTE, SPR, SWK Courses 600-999	\$30.00	\$40.00	\$10.00
College of Natural and Applied Science			
All CSC Courses 600-799	\$0.00	\$60.00	\$60.00
Program Fees			
McQueary College of Health and Human Services			
Doctor of Nurse Anesthesia Practice BS to DNAP (NAPB- DNAP code)	\$3,500.00	\$4,000.00	\$500.00
Master of Science in Physician Assistant Studies	\$3,035.00	\$3,250.00	\$215.00
Doctor of Physical Therapy	\$1,000.00	\$1,400.00	\$400.00
Nutrition and Dietetics Program (MSND) 1 – 3 hours ***	\$50.00	\$125.00	\$75.00

*Eliminated some exceptions and differentiation between departments.

**Eliminated exceptions

***Eliminated differentiation between 1 – 3 and 4 – 6 hours

Student Services Fee Refunds

Change the refund process to be consistent with supplemental course fee refunds. No refunds for drops after the 100% refund period.

Exceptions to the Required Student Fees Schedule

Change the resolution wording to simplify and be align with processes

International Programs Academic Experience Fee

Short-term faculty-directed program will increase from \$150.00 to \$175.00. Visiting students for these programs will increase from \$300.00 to \$350.00. For faculty-directed programs larger than 40 individuals, collaborating with another university department for all travel arrangements and payments, the International Programs Academic Experience Fee (IPAEF) will be changed to the following:

- Groups traveling 1-19 days: increase from \$50.00 to \$65.00 per person
- Groups traveling 20-29 days: increase from \$75.00 to \$90.00 per person
- Groups traveling 30-40 days: increase from \$100.00 to \$115.00 per person
- All other individuals studying abroad will pay a fee that will increase from \$300.00 to \$350.00.

	2024-2025	2025-2026	\$ Increase
Education Abroad Processing Fee	\$100.00	\$150.00	\$50.00
Transfer of Academic Credit earned abroad Fee	\$100.00	\$150.00	\$50.00
Processing Fees for OPT and STEM OPT Requests			
Fee for OPT (Optional Practical Training) processing	\$0.00	\$75.00	\$75.00
Fee for STEM OPT processing	\$0.00	\$150.00	\$150.00
Processing Fee for J-1 Scholar Requests	\$0.00	\$200.00	\$200.00
Diploma/Transcript Fees			
Issuance of a paper reissued diploma or reissued certificate	\$20.00	\$30.00	\$10.00
Delivery fee for transcripts, enrollment verification, and other documents sent via express or overnight mail from the Office of the Registrar (domestic deliveries within the U.S. only).	\$20.00	\$35.00	\$15.00
Child Development Center Fees (per week)			
Infants - Employee	\$305.00	\$340.00	\$35.00
Infants – Community	\$319.00	\$350.00	\$31.00
Toddlers - Employee	\$305.00	\$340.00	\$35.00
Toddlers – Community	\$319.00	\$350.00	\$31.00
Two Year Olds - Employee	\$245.00	\$270.00	\$25.00
Two Year Olds – Community	\$252.00	\$275.00	\$23.00
Preschool - Employee	\$210.00	\$232.00	\$22.00
Preschool – Community	\$220.00	\$242.00	\$22.00
Added verbiage about a \$10 sibling discount for CDC			

Greenwood Laboratory School (school year)

Kindergarten	\$7,150.00	\$7,300.00	\$150.00
Grades 1-8	\$7,150.00	\$7,300.00	\$150.00
Grades 9-12	\$7,775.00	\$7,925.00	\$150.00
International Students I-20	\$9,645.00	\$9,795.00	\$150.00
Processing fee – New application	\$50.00	\$75.00	\$25.00
Re-enrollment fee	\$0.00	\$25.00	\$25.00

Certificate in English Language Teaching for Adults – CELTA

Fee schedule has changed for this to not differentiate between online or in-person. Increasing from \$2,450.00 to \$2,600.00 for in-person and decreasing from \$2,700.00 to \$2,600.00 online.

In addition, there will be a discount for early-bird and MSU faculty, staff, students and alumni of \$2,300.00 instead of \$2,600.00

International Health Insurance Fee

Students only will decrease from \$1,698.00 to \$1,691.00 and will be prorated for various enrollment periods. In addition, the EAP term has been eliminated and will only be terms to align with the semesters.

Room and Board

The combined room and board blended increase will not exceed 3.0%. Dining Dollars prices are as follows: \$192 with a value of \$210; \$242 with a value of \$265 and \$310 with a value of \$340.

Parking Permits

University Safety Parking Permits, per year	2024-2025	2025-2026	\$ Increase
B & W Striped or Orange & White Striped (Overnight)	\$495.00	\$510.00	\$15.00
Blue (Reserved) or Silver SP	\$228.00	\$234.00	\$6.00
Brown (Service Vehicle)	\$228.00	\$234.00	\$6.00
Green or Red (Residence Hall)	\$238.00	\$245.00	\$7.00
Green Lot 27A – (Monroe Apartments)	\$457.00	\$470.00	\$13.00
Green & White Striped	\$492.00	\$505.00	\$13.00
Motorcycle	\$27.00	\$28.00	\$1.00
Orange (Evening and Remote)	\$81.00	\$83.00	\$2.00
Purple & White (Vendor)	\$228.00	\$234.00	\$6.00
Second Blue (Reserved)	\$15.00	\$15.50	\$0.50
Yellow or Yellow & White (Commuter)	\$145.00	\$149.00	\$4.00
Reserved Space for non-Student/Faculty/Staff***	\$0.00	\$775.00	\$775.00
Short-Term (Daily)	\$3.15	\$3.25	\$0.10

*** Reserved Space for Non-Student/Faculty/Staff are limited and require approval by parking administration

Parking Violation Fines

Fines paid through Scan & Pay incur an additional convenience fee of \$0.35 + 7.99%

Supplemental Course Fees

Supplemental course fees may be assessed on individual courses to cover the cost of specialized supplies, equipment, or services for instructional purposes that are provided by the University to all students enrolled in the course and are in addition to routine instructional expenses. Of the approximate 135 supplemental course fees for the Springfield campus listed in the FY26 Fee Resolution, seven are new, ten are eliminated and five are increased.

III.B.

**Missouri State University
Fees No. 163-25
2025-2026 Fee Schedule
Board Resolution**

Springfield Campus

BE IT RESOLVED BY THE BOARD OF GOVERNORS OF MISSOURI STATE UNIVERSITY AS FOLLOWS:

The Board of Governors adopts the following fee schedule for the Springfield Campus, effective July 1, 2025.

Delegation of Responsibility

The Board of Governors delegates the responsibility for negotiating charges for on- and off- campus use of the Plaster Student Union, Juanita K. Hammons Hall for the Performing Arts, GSB Arena, Hammons Student Center, Plaster Sports Complex, Bill R. Foster and Family Recreation Center and other University facilities to the Vice President with administrative responsibility for each facility.

BE IT FURTHER RESOLVED, understanding that unanticipated circumstances may require immediate action, and to be able to respond efficiently as necessary in the judgment of the President, that the President of the University is hereby authorized to establish and implement additional fees, or make appropriate modifications to the fees as set forth here, except for "Required Student Fees," and that such fees will be immediately effective upon action by the President, but will be reported to the Board at the next meeting of the Board by either the President, Vice President for Administration and Finance or the Assistant Vice President for Finance and Accounting.

BE IT FURTHER RESOLVED that previous actions by the Board of Governors covered in this schedule of student fees and deposits be modified accordingly, the Board of Governors reserves its discretion to further modify fees and charges as it determines necessary and appropriate.

Tim Francka
Chair of the Board

Passed at the meeting of
April 16, 2025

Rowena Stone
Secretary to the Board

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Springfield Campus Required Student Fees

Tuition (Fall 2025, Spring 2026, and Summer 2026)*

	Missouri Resident	Non-Missouri Resident
Instruction (per credit hour)		
Courses numbered 1-599	\$302.00	\$646.00
Courses numbered 600-999	\$394.00	\$786.00
Internet-Based Instruction (per credit hour)		
Courses numbered 1-599	\$302.00	\$302.00
Courses numbered 600-999	\$394.00	\$394.00

*See Exceptions to the Tuition Schedule on page 6.

Student Services Fees (assessed in addition to Tuition)

Student Services Fees are based on the total credit hours for which a student enrolls, excluding credit hours associated with all Defense and Strategic Studies Students and with sections identified as Intersession and high school dual credit. Student Service Fees for students enrolled in at least one Springfield Campus Course will be charged as follows on all credit hours:

Fall 2025 and Spring 2026

	Credit Hours						
	1 hr	2 hrs	3 hrs	4 hrs	5 hrs	6 hrs	7 hrs or more
Student Initiatives	96.00	117.00	138.00	159.00	181.00	201.00	224.00
Equipment & Facilities	64.53	78.19	92.39	106.60	119.26	135.48	163.51
Auxiliary System Funds	278.47	302.81	324.61	349.40	371.74	395.52	448.49
Total	439.00	498.00	555.00	615.00	672.00	732.00	836.00

Student Initiatives fees include: Wyrick Capital projects, Student Art Gallery, Student Involvement fee, Student Security, Centennial Leaders, SGA, Foster Recreation Center, Student initiative fund, Sustainability, Flu Shot & Service, Mental Health, Bear fee, Capital Improvement fee

Equipment & Facilities fees include Computer Usage fees, JK Hammons Hall for the Performing Arts, Educational fee.

Auxiliary System Funds fees include: Magers Health Center, Transit System shuttle, Plaster Student Union, Plaster Sports Complex, Hammon Student Center, GSB Arena, NCAA Compliance, University Initiatives and Athletic fee.

Summer 2026

	Credit Hours			
	1 hr	2 hrs	3 hrs	4 hrs or more
Student Initiatives	47.00	64.00	79.00	96.00
Equipment & Facilities	48.02	57.51	70.00	74.45
Auxiliary System Funds	64.98	88.49	111.00	139.55
Total	160.00	210.00	260.00	315.00

Students enrolled only in courses identified as online or web conferencing or taught in any location other than the Springfield Campus and not enrolled in Springfield Campus Course will be charged student service fees to fund the resources, services and programs offered by the university to support our students. As the number of online courses has increased, the demand on the help desk and information technology has increased. The fee provides additional support for those resources and adds tools to help protect student data and accounts against cybersecurity threats. The required distance student fee is to be charged as follows:

Fall 2025 and Spring 2026

	Credit Hours						
	1 hr	2 hrs	3 hrs	4 hrs	5 hrs	6 hrs	7 hrs or more
Total	219.50	249.00	277.50	307.50	336.00	366.00	418.00

Summer 2026

	Credit Hours			
	1 hr	2 hrs	3 hrs	4 hrs or more
Total	80.00	105.00	130.00	158.00

Scope of the Required Student Fees Schedule

All fees assessed must be paid in full by specified fee deadlines; otherwise, a student's future registration may be canceled. Courses audited count in the same way as courses taken for credit in determining fees. ***The required student fee schedule is subject to revision by the Board of Governors without notice.***

Exceptions to the Required Student Fees Schedule

The Provost or designee has the authority to approve exceptions to the above required student fee schedule for specific course sections. These exceptions will generally be made for sections of courses that do not require students to come to the campus for more than a short period of time.

Fee Exchange for Section Changes after the Change of Schedule Period

Students may drop a section and add a different section of the same course during the same part of term and receive an even exchange of fees provided the section add and drop were processed during the same transaction. Students who drop and add a section of the same course but in a different part of term do not qualify for this fee exchange. Students who drop a special topics course and add the same course but with a different topic do not qualify for this fee exchange.

Exceptions to the Tuition Schedule

	Missouri Residents	Non-Missouri Residents
Per Credit Hour		
High School Dual Credit	\$75.00	\$75.00
AGE 728, 738	\$175.00	\$175.00
eMINTS (b)	\$100.00	\$100.00
R-12 enrollees in SFR 791/Step-Up (c)	\$45.00	\$45.00
R-12 enrollees in SFR 792 (d)	See note	
All EGR courses except EGR 110	Based on MO S&T rates	
Education Abroad (f)	See note	
All ANE Courses – 700-899	\$420.00	\$420.00
Master of Science in Information Technology** ITC, 732, 736, 738, 740, 744, 746, 747, 748, 752, 754, 755, 756, 758, 774, 775, & 795	\$500.00	\$500.00
Flat fee in place of per credit hour		
GEN 598 and GEN 798	\$75.00	\$75.00
MIL 225 and MIL 325	\$150.00	\$150.00
MS to DNAP courses(g)	\$2,700.00	\$2,700.00
Etire sports language course (h)	\$500.00	\$500.00

**Courses in the Graduate Catalog requiring admission to the Master of Science in Information Technology program will be assessed at the rate shown but will not be assessed the Graduate-level College of Business Additional Per Credit Hour Fee.

(b) Reduced fees are charged for the eMINTS (enhancing Missouri's' Institutional Networked Teaching Strategies) program since it is cooperatively provided with DESE, resulting in reduced instructional costs.

(c) R-12 beginning teachers receiving graduate credit in the Step-Up program are eligible for this rate.

(d) Springfield R-12 teachers participating in the Missouri State University Partnership Fee Waiver program may enter into an agreement with the university whereby, in exchange for a fee waiver for the SFR 792 basic course fee for up to two (2) hours, these teachers will work in cooperation with the Department of Reading, Foundations, and Technology serving as on-site student teacher mentors in the Springfield R-12 School System.

(e) Enrollment tracking courses for students in the cooperative engineering program will be assessed tuition based upon the Missouri University of Science & Technology tuition, information technology, and engineering supplemental fees.

(f) For Education Abroad courses or exchanges administered by MSU, tuition will be assessed at the Missouri resident rate for both residents and non-residents. This does not apply to students registered in courses administered by affiliate program providers. (Additional program fees will be assessed.)

(g) For students admitted into the MS to DNAP completion program (coded NAPM-DNAP), tuition and fees will be assessed at the Flat Fee rate of \$2,700 for each three-credit course (\$900 per credit hour). This applies to ANE 754, 800, 803, 804, 806, 807, 810, 897, 898; or alternate. The Flat Fee includes tuition and program fees. It does not include application fees, books, parking, travel, or housing.

(h) Tuition for the customized Spanish language courses offered to Etire Sports participants is \$500 USD per course.

Other Enrollment Fees (applies to Internet-Based Instruction as well)*

Additional Per Credit Hour Fee	Missouri Residents	Non-Missouri Residents
William H. Darr College of Agriculture		
All COAG courses – 100-199	\$25.00	\$25.00
All COAG courses – 200-799 (except AGE 493, 494, 499)	\$45.00	\$45.00
Reynolds College of Arts, Social Sciences and Humanities		
All RCASH courses – 100 – 199 (except MUS 107, 108, 149, 151, 152, 153, 155, 156, 157, 158, 159, 160)	\$25.00	\$25.00
All RCASH courses – 200 – 799 (except All DSS , ANT 351, 751, ART 360, 366, 374, 377, 381, 387, 388, 390, 399, 401, 407, 469, 471, 472, 474, 475, 476, 478, 479, 480, 483, 484, 485, 486, 487, 490, 491, 492, 494, 495, 496, 497, 598, 672, 675, 678, 680, 684, 685, 692, 698, 760, 783, 794, 795, COM 490, 491, 493, ENG 432, 433, 434, HST 422, 423, 499, LCR 491, 493, 496, MUS 207, 208, 249, 251, 252, 253, 255, 256, 257, 258, 259, 260, 298, 307, 308, 349, 351, 352, 353, 355, 356, 357, 358, 359, 360, 398, 407, 449, 451, 452, 453, 455, 456, 457, 458, 459, 460, 488, 494, 496, 498, 499, 649, 651, 652, 653, 655, 656, 657, 660, 749, 751, 752, 753, 755, 756, 757, 760, 798, MST 495, 501, PLS 333, THE 490, 491, 493)	\$45.00	\$45.00
College of Business		
All COB courses —100 -599	\$55.00	\$55.00
All COB courses – 600 -799	\$65.00	\$65.00
McQueary College of Health and Human Services		
All MCHHS Courses – 000-599 (except all NUR and KIN 493, 496, 498)	\$40.00	\$40.00
Nursing (Pre-licensure, 4-year program) Bachelor of Science in Nursing (BSN All NUR courses 000-599	\$80.00	\$80.00
All ANE, ATC, BMS, COU, CSD, DTN, HCM, HLH, KIN, PBH, NUR, OTE, PAS, PSY, PTE, SPR, SWK Courses 600-999	\$40.00	\$40.00
College of Natural and Applied Sciences		
All AST, BIO, CHM, CSC, GEO, GLG, GRY, MAT, MTH, PHY, PLN, and SCI Courses 000-199 (except MTH 101, MTH 103, and MTH 107)	\$25.00	\$25.00
All AST, BIO, CHM, CSC, GEO, GLG, GRY, , MAT, MTH, PHY, PLN, and SCI Courses 200-599 (except MTH 493, MTH 494, MTH 496, , SCI 499)	\$45.00	\$45.00
All CSC Courses 600-799	\$60.00	\$60.00

*Other enrollment fees will not be assessed for sections identified as Dual Credit/High School.

**Courses taken for degree credit in the Master of Science in Information Technology program are not assessed the graduate-level College of Business Additional Per Credit Hour fee.

Program Fees

A program fee will be assessed to cover the additional costs required for faculty, equipment, facilities, clinical instruction, and supervision for selected programs. This fee is in addition to the applicable tuition, additional per-credit-hour fees, supplemental course/section fees, and student services fees.

McQueary College of Health and Human Services

Program	Effective Term	Fee	
		Enrolled 1 to 6 Credit hours	Enrolled 7 or more Credit Hours
Doctor of Nursing Practice	Program fee assessed each fall, spring and summer of enrollment	\$700.00	\$1,400.00
Family Nurse Practitioner	Program fee assessed each fall, spring and summer of enrollment	\$500.00	\$500.00
Acute Care Nurse Practitioner	Program fee assessed each fall, spring and summer of enrollment	\$500.00	\$500.00
Doctor of Nurse Anesthesia Practice BS to DNAP (NAPB-DNAP code)	Fee assessed each fall, spring, and summer of enrollment.	N/A	\$4,000
Master of Science in Physician Assistant Studies	Fee assessed each fall, spring, and summer of enrollment.	\$3,250.00	\$3,250.00
Doctor of Physical Therapy	Fee assessed each fall, spring, and summer of enrollment.	N/A	\$1,400.00
Master of Science in Athletic Training (MSAT)	Fee assessed each fall and spring of enrollment	\$ 250.00	\$ 250.00
Master of Athletic Training (MATC)	Fee assessed each fall, spring, and summer of enrollment	\$ 250.00	\$ 250.00
Master of Social Work (MSW)	Fee assessed each fall, spring, and summer of enrollment	\$ 50.00	\$ 100.00
Master of Occupational Therapy (MOT)	Fee assessed each fall, spring, and summer of enrollment.	\$ 700.00	\$1,400.00
Nutrition and Dietetics Program (MSND)	Fee assessed each fall, spring, and summer of enrollment	\$ 125.00	\$ 250.00
Dietetic Internship (DI)	Fee assessed each fall, spring, and summer of enrollment	\$ 500.00	\$ 500.00
Psychology Doctorate (PsyD)	Fee assessed each fall, spring, and summer of enrollment	\$1,400.00	\$1,400.00
Doctor of Occupational Therapy	Fee assessed each fall, spring, and summer of enrollment	\$ 700.00	\$1,400.00

Supplemental Course Fees

Supplemental course fees may be assessed on individual courses to cover the cost of specialized supplies, equipment, or services for instructional purposes that are provided by the University to all students enrolled in the course and are in addition to routine instructional expenses. The supplemental course fees will be assessed at the time of registration. Supplemental course fees will not be assessed for sections identified as Dual Credit/High School. The Provost shall be authorized to approve additional supplemental course fees needed for selected courses during the year. See Appendix A.

Digital Course Materials

Some courses require access to digital course materials. A charge for access to these materials will be applied to the student's account.

Confirmation Fees/Deposits

Students offered admission to the McQueary College of Health and Human Services Graduate Health Programs will be required to pay a non-refundable confirmation deposit. \$500.00 for Doctorates in Physical Therapy, Nursing Practice, and Occupational Therapy, Master of Science in Physician Assistant Studies, Master of Occupational Therapy and the Dietetic Internship Graduate Certificate Program. \$1,000.00 for the Doctor of Nurse Anesthesia Practice. Payment by the deadline specified by their program will reserve their place in the program. The deposit will be applied toward tuition for the first semester of enrollment following the end of the first week of that semester. Students who do not enroll will forfeit the deposit.

Students offered admission to the Bachelor of Science in Nursing (Pre-licensure, 4-year program) will be required to pay a non-refundable confirmation deposit of \$100.00 by the deadline specified by their program to reserve their place in the program. The deposit will be applied toward tuition for the first semester of enrollment following the end of the first week of that semester. Students who do not enroll will forfeit the deposit.

Nursing Clinical Makeup Supervision Fee

Bachelor of Science in Nursing (BSN) students will be charged a fee of \$25.00 per contact hour for faculty supervision of makeup clinical time. Clinical time refers to any clinical experiences that require faculty supervision of students.

Program Application Fees

A program application fee of \$50.00 will be charged for each of these programs: the Bachelor of Science in Nursing, the Master of Science in Nursing, the Doctor of Nursing Practice, and all Doctor of Nurse Anesthesia Practice programs. This is in addition to the University Application for Admission fee.

Out-of-State and Non-Resident Fees

For purposes of scholarships, waivers and other forms of financial aid, the difference between the amount charged to a Missouri Resident and the amount charged to a Non-Missouri Resident is referred to as "out-of-state fees," "out-of-state tuition," or "non-resident fees."

College of Education**Bear POWER (Promoting Opportunities for Work, Education and Resilience) Fee**

There is a one-time application fee of \$50.00. A fee of \$4,035.00 per semester will be charged to participants. This fee is in addition to other costs for tuition, room and board, and other incidentals.

Required Student Fees Refund Schedules - Refunds of Tuition and Other Enrollment Fees

Refunds for Full Semester-Length Classes (Fall and Spring)

If a student drops or withdraws from a full semester-length class, the refund shall be as follows:	
On or before the fifth day of the semester	100%
Days 6 through 10 of the semester	75%
Days 11 through 20 of the semester	50%
Days 21 through 40 of the semester	25%
After the 40 th day of the semester	No refund

Refunds for Block Classes (Fall and Spring)

If a student drops or withdraws from a block class (first block or second block), the refund shall be as follows:	
On or before the fifth day of the block	100%
Days 6 through 10 of the block	75%
Days 11 through 14 of the block	50%
Days 15 through 20 of the block	25%
After the 20 th day of the block	No refund

Refunds for Summer Classes

If a student drops or withdraws from a session 1 (8 weeks) summer class, the refund shall be as follows:	
On or before the fifth day of the semester	100%
Days 6 through 10 of the semester	75%
Days 11 through 14 of the semester	50%
Days 15 through 20 of the semester	25%
After the 20 th day of the semester	No refund
If a student drops or withdraws from a session 2 or 4 (4 weeks) summer class, the refund shall be as follows:	
On or before the first day of the term	100%
Days 2 and 3 of the term	75%
Days 4 and 5 of the term	50%
Days 6 through 10 of the term	25%
After the 10 th day of the term	No refund
If a student drops or withdraws from a session 3 (5 weeks) summer class, the refund shall be as follows:	
On or before the second day of the term	100%
Day 3 of the term	75%
Days 4 through 6 of the term	50%
Days 7 through 12 of the term	25%
After the 12 th day of the term	No refund

Refunds for Classes with a term* of 19 days or less (including Intersession)

The refund for courses with a term* of 19 days or less (including Intersession) is 100% if the class is dropped by the end of the first day of the term, except if the term is a one day term. After the first day of the term, refunds are made on the basis of the number of days in the term per the following schedule:

Number of Days in Term	100%	75%	50%	25%
1	Prior to day 1	n/a	n/a	n/a
2	1	n/a	n/a	n/a
3	1	2	n/a	n/a
4	1	2	n/a	3
5	1	2	3	4
6	1	2	3	4
7	1	2	3	4
8	1	2	3	4
9	1	2	3	5
10	1	2	3	5
11	1	2	3	6
12	1	2	4	7
13	1	2	4	7
14	1	2	4	8
15	1	2	4	8
16	1	2	5	9
17	1	3	5	9
18	1	3	5	10
19	1	3	5	10

Refunds for Classes with a term* of 20 days or more (except for standard sessions listed above):

The refund for classes with a term* of 20 days or more is 100% if the class is dropped before the end of the second day of the term (even if the class does not meet on the second day of the term). Additional refund periods are proportionate to the refund periods described above for full semester classes. Refund deadlines are calculated as follows:

- 75% refund = 0.133 times the length of term
- 50% refund = 0.267 times the length of term
- 25% refund = 0.533 times the length of term

Standard rounding rules apply (e.g., the 75% refund deadline for a 25-day term is 0.133×25 or 3.325, which will be rounded down to day 3; the 50% refund deadline for a 25-day term is 0.267×25 or 6.675, which will be rounded up to day 7). The Office of the Registrar maintains refund deadline dates for each class length.

*For classes that are not full semester or block classes, refunds are based on the 'length of term.' For those classes, the 'term' begins with the start date of the class and ends with the end date. The length of term is the number of days in that period, including the start and end date but excluding weekends and holidays when classes are not in session.

Refunds for Dual Credit Classes

If a student drops or withdraws from a fall-only dual credit class, the refund shall be as follows:	
On or before the Friday of the eighth week of the semester	100%
Between the Friday of the eighth week and the Friday of the twelfth week of the semester	50%
Between Friday of the twelfth week of the fall semester and the last day of full semester fall classes	No refund with "W"
Last day of full semester fall classes	Last day to drop with a "W"

If a student drops or withdraws from a full-year dual credit class, the refund shall be as follows:	
On or before the Friday of thirteenth week of the fall semester	100%
Between the Friday of the thirteenth week of the fall semester and the Friday of the third week of the spring semester	50%
Between Friday of the third week of the spring semester and the last day of full semester spring classes	No refund with "W"
Last day of full semester spring classes	Last day to drop with a "W"

If a student drops or withdraws from a spring-only dual credit class, the refund shall be as follows:	
On or before the Friday of the eighth week of the semester	100%
Between the Friday of the eighth week and the Friday of the twelfth week of the semester	50%
Between Friday of the twelfth week of the semester and the last day of full semester spring classes	No refund with "W"
Last day of full semester spring classes	Last day to drop with a "W"

If a student drops or withdraws from a summer dual credit class, the refund shall be as follows:	
On or before the Friday of the fourth week of the semester	100%
Between the Friday of the fourth week and the Friday of the sixth week of the semester	50%
Between Friday of the sixth week of the semester and the last day of summer full semester classes	No refund with "W"
Last Day of summer full semester classes	Last day to drop with a "W"

Requests to deviate from the required student fees refund schedules should be submitted to the Office of the Registrar with appropriate approval.

Student Services Fee Refunds

One hundred percent (100%) of Student Services Fees will be refunded for full semester, first block and second block classes dropped on or before the fifth day of the semester; for classes with a duration of 19 days or less dropped on or before the first day of the term; for classes with a duration of 20 days or more (but not first block, second block or full semester) dropped on or before the second day of the term.

For classes dropped outside the above deadlines, student services fees will not be refunded.

Supplemental Course Fee Refunds

If a student drops during the 100% refund period for tuition (as indicated above), then 100% of supplemental fees will be refunded (with the exception of fees that have already been expended on the part of the student). No refund of supplemental or section fees is issued for students who drop after the 100% refund period.

Refunds for Recipients of Federal Aid

For students who are recipients of Federal Title IV student aid, refunds will be made in accordance with all applicable federal regulations.

Exceptions to the Required Student Fees Refund Schedule

The University will consider refund or credit exceptions for the following reasons:

- Student initiated requests based on extenuating circumstances.
- Student initiated requests based on University error.
- Student initiated requests based on non-attendance/participation.
- Department initiated requests.

Class(es) must have been dropped/withdrawn from to be considered for a refund. If a grade was received (including a failing grade or incomplete grade), a refund appeal cannot be considered.

A change in assessment can only be adjusted or prorated to a refund percentage rate already established in the published University tuition and required fees schedule (100%, 75%, 50%, or 25%).

Refund or credit exception appeal deadlines:

- Fall semester must be received on or before June 30 of the following year
- Spring semester must be received on or before November 30 of the same year
- Summer semester must be received on or before February 28 of the following year.
- Post-semester refund exceptions may also be considered when a University policy-based grade change is approved by the Scholastic Standards and Revision of Records Committee.

Requests for exceptions to the refund policy must be submitted to the Office of the Registrar and must be accompanied by appropriate supporting documentation. Requests for exceptions to the refund policy will be considered by the Refund Exception Committee. The Refund Exception Appeal Request form and more information concerning the appeal process can be found on the Office of the Registrar's website.

Admission Application Fees

Non-refundable admission application fee is required of all first-time applicants*	
Accelerated graduate degree-seeking students	\$40.00
Graduate degree-seeking students	\$72.00
International students (undergraduate level)**	\$40.00
International students (graduate level)	\$72.00

*The application fee will not apply toward payment of the Required Student Fees. A student's application fee may, in certain circumstances, be deferred to another semester should the student not enroll for the initial semester of application. The determination on deferring of the fee will be made by the administering office (Graduate College, or International Services).

**The international student undergraduate application fee will go to International Programs to support international application processing.

Students applying for admission as non-degree seeking students are not assessed the application fee. Such students will be assessed the fee should they apply for regular admission as indicated above.

Enrollment Deposit

First-time, admitted students who have fewer than 24 transferable credit hours earned **AFTER** high school graduation are required to pay a \$150.00 enrollment deposit. Payment of the enrollment deposit serves as the student's official acceptance of their offer of admission and qualifies the student to register for a required Student Orientation, Advisement, and Registration (SOAR) program. The enrollment deposit is refundable for students admitted for the summer or fall semesters if a refund is requested on or before May 1 and is refundable for students admitted for spring semester if requested on or before October 1st.

The enrollment deposit may be deferred for students who demonstrate significant financial need.

Orientation (Student Orientation, Advisement, and Registration) Fees

Fees related to orientation are collected at the time of registration for SOAR and are noted below.

SOAR family member (per person)	\$30.00
Additional overnight accommodations for students and/or Family Members (per person, per night)	\$25.00

Prior Learning Assessment and Credit by Examination

A department may choose to assess a nonrefundable fee of \$100.00 to administer an examination/assessment given to determine if academic credit will be awarded. The Office of the Provost will establish procedures for administering this fee.

Testing Center – Testing Fees

Testing Center (CTC) Tests	
ACT-R - ACT score valid only at MSU (\$32.00 test cost + \$18.00 sitting fee)	\$50.00
CLEP – College Level Examination Program (sitting fee only – students pay for exam directly to CLEP. \$25 per 2-hours testing period, or any portion thereof.)	\$25.00
Correspondence – Non-MSU Classes (sitting fee only - \$25 per 2-hour testing period, or any portion thereof.)	\$25.00
DSST (formerly Dantes Standardized Subject Test) (sitting fee only – students pay for exam online. \$25 per 2-hour testing period, or any portion thereof.) Fully funded DSST site: No sitting fee is required for military members and/or their spouses.	\$25.00
MAT – Miller Analogy Tests (\$50.00 test cost + sitting fee, \$25 per 2-hour testing period, or any portion thereof.)	\$75.00

PE Lockers (Fall, Spring, and Summer)

Hammons Student Center (Fall and Spring)	\$10.00
Hammons Student Center (Summer)	\$5.00
McDonald Arena	\$1.00

Student Conduct – Alcohol & Other Drug Fines

Alcohol – First Violation	\$90.00
Alcohol – Second Violation	\$180.00
Alcohol – Third Violation	\$200.00
Drugs - First Violation	\$100.00

Music Fee

Private music lesson taken by Missouri State University students. Students enrolling in Applied Music courses will automatically be assessed a private music lesson fee.		
	1 Credit Hour Class	2 or More Credit Hour Class
MUS Courses – 149, 151, 152, 153, 155, 156, 157, 158, 159, 160, 249, 251, 252, 253, 255, 256, 257, 258, 259, 260, 349, 351, 352, 353, 355, 356, 357, 358, 359, 360, 398, 449, 451, 452, 453, 455, 456, 457, 458, 459, 460, 498, 649, 651, 652, 653, 655, 656, 657, 660, 749, 751, 752, 753, 755, 756, 757, 760, 798)	\$60.00	\$105.00
Other Music Fees		
Musical instrumental rental fee per semester (The rental fee is to cover normal maintenance of the instrument. Students will pay the cost of any extraordinary repairs to the instrument.)		\$35.00
Band Camp, dress uniform, and equipment fees will vary from year to year based on actual costs of services and equipment.		Variable
Music locker rental fee (per semester)		\$20.00

Psychoeducational Evaluations Fee

A psychoeducational evaluation is a battery of tests used to assess learning, cognition, and psychological functions. The purpose is to provide information to guide and support the individual needs of those served.	
Missouri State University students, faculty, staff, staff dependents, University departments, and cost centers	\$400.00
Community individuals and other clients	\$500.00

Project Success Fee

Project Success is an academic support program for college students with a learning disability, ADHD, or other diagnosis who desire more comprehensive services than those covered under the Americans with Disabilities Act (ADA). The cost is \$1,800.00 per semester.

Intelligence Quotient (I.Q.) Test

A \$100.00 fee will be charged per test.

Lost Identification Card (BearPass Card) Fee

There will be a \$25.00 charge for replacement of a lost student identification card (BearPass Card). For inactive BearPass Card accounts, a service charge of \$1.00 per month will be assessed.

Returned Check Charge Fee

A fee of \$30.00 will be charged to the person presenting a check to the University that is not honored by the bank on which the check is drawn. The charge will be for each check returned.

Credit Card Processing Fee

Missouri State University contracts with a third party to process credit card payments to pay balances on accounts for charges. The third-party processing company will charge a separate convenience fee which will apply to all credit card payments. Please review the Bursar's Office website for payment options.

Thesis Processing Fee

A \$50.00 fee will be charged during the semester the student submits the thesis to the Graduate College.

International Programs Academic Experience Fee

An International Programs Academic Experience Fee must be paid by individuals traveling with an international Education Abroad program and/or participating in an international academic experience. Individuals who are abroad on a faculty-directed program will pay a \$175.00 fee. However, visiting students must pay a \$350.00 fee. For faculty-directed programs larger than 40 individuals, collaborating with another university department for all travel arrangements and payments, the International Programs Academic Experience Fee (IPAEF) will be reduced from \$175.00 to the following:

Groups traveling 1-19 days: \$ 65.00 per person

Groups traveling 20-29 days: \$ 90.00 per person

Groups traveling 30-40 days: \$115.00 per person

Groups traveling 41 plus days will incur the full IPAEF of \$ 175.00 each

All other individuals studying abroad will pay a \$ 350.00 fee per semester. All students participating in an international Education Abroad program or international academic experience are required to carry University-approved health insurance that includes emergency medical, political, and natural disaster evacuation, as well as repatriation of remains. The cost of the insurance is included in the International Programs Academic Experience Fee. This fee is non-refundable.

Education Abroad Processing Fee

A \$150.00 fee must be paid by students who participate in domestic or remote Education Abroad programs. This fee is non-refundable and does not include insurance. Students who participate in an in-person international Education Abroad program must pay the International Programs Academic Experience Fee.

Transfer of Academic Credit without Prior Compliance or Approval Fee

A \$ 150.00 fee will be assessed to currently enrolled students who earn academic credit abroad and expect to transfer credit back to Missouri State University, but who have not complied with University policy regarding Education Abroad. This fee applies to students who were enrolled at the University the last full (fall or spring) semester prior to their Education Abroad experience and who return to the University within a year of completing their Education Abroad experience.

International Programs Sponsored Student Fee

Students who attend Missouri State University, to include the English Language Institute, whose room and board and/or tuition and fees are paid by a sponsoring organization, will be charged a sponsored-student fee of \$200.00 for fall and spring semesters; \$100.00 for summer semester; and \$200.00 per 12 -week session for English Language Institute. This fee is non-refundable.

International Student Fee

An International Student Fee of \$75 per semester (Fall & Spring only) will be charged to each MSU student in a non-immigrant visa status (F-1/F-2 and J-1/J-2 visa holders). This fee applies to both undergraduate and graduate students enrolled in one or more credit hours. This fee will fund transitional support services, health and wellness advocacy, and academic success programs for the international student population. This fee is non-refundable.

Processing Fees for OPT and STEM OPT Requests

A processing fee for Optional Practical Training (OPT) and STEM OPT requests must be paid by individuals seeking to engage in temporary employment directly related to their field of study. Those requesting OPT processing will be charged a fee of \$75 per request. Those requesting STEM OPT processing will be charged a fee of \$150 per request. This fee is non-refundable.

Processing Fee for J-1 Scholar Requests

A processing fee for J-1 Scholar requests must be paid by individuals seeking to participate in exchange visitor programs as international scholars at Missouri State University. Those applying for J-1 International Scholar status at Missouri State University will be charged a fee of \$200. This fee is non-refundable.

Diploma/Transcript Fees

A \$10.00 fee will be charged for each official transcript (hard copy, fax, or electronic) requested by a current or former student.

A \$10.00 fee will be charged for the issuance of a digital reissued diploma or reissued certificate.

A \$30.00 fee is charged for the issuance of a paper reissued diploma or reissued certificate.

A \$35.00 delivery fee will be charged for transcripts, enrollment verification, and other documents sent via express or overnight mail from the Office of the Registrar (domestic deliveries within the U.S. only).

Financial Aid Fees

Emergency Short-Term Loan Service Charge: There is a service charge of \$10.00 for each Short-Term Loan processed for the student.

Laboratory Course Deposit

A deposit is not required for laboratory courses. A student is responsible for unusual breakage or loss of equipment.

Supervised Teaching/Certification Fee

Supervised teaching, except CSD 796 (see Appendix A)	\$350.00 per 16-week placement (Supervised teaching includes two student teaching courses for each program at \$175.00 per student teaching course)
Clinical Experience in Teaching II (see Appendix A)	\$150.00 per 16-week placement
Supervised teaching outside of service area	\$450.00 additional per 16-week placement

Missouri Fine Arts Academy

Per 3-week Residential Program	
Full fee students	\$1,600.00
Reduced-lunch students	\$700.00
Free-lunch students	\$400.00

Child Development Center Fees

Non-refundable enrollment fee	\$100.00
Non-refundable application fee	\$25.00
Program Charges assessed per-week	
Infant Classroom - Employee	\$340.00
Infant Classroom – Community	\$350.00
Toddler Classroom – Employee	\$340.00
Toddler Classroom – Community	\$350.00
Two-Year-Old Classroom – Employee	\$270.00
Two-Year-Old Classroom – Community	\$275.00
Preschool Classroom - Employee	\$232.00
Preschool Classroom – Community	\$242.00

There is a sibling discount on enrollment fees. The first child is charged the full enrollment fee, while each additional sibling receives a \$10 discount.

Greenwood Laboratory School

Payment of the laboratory school fee reserves a classroom position for the elementary or secondary student who has been accepted for admission. This fee is not refundable after the start of classes. Failure to pay Greenwood Laboratory School fees by the end of the fall semester may result in the student being dismissed from the laboratory school program. The laboratory school summer session will operate on a self-supporting basis. The fee for each course will be set at the level needed for projected revenues to equal projected expenses.

Fees:	
Grades:	School Year
Kindergarten	\$7,300.00
1 – 8	\$7,300.00
9 – 12	\$7,925.00
I-20 Students, all grades*	\$9,795.00
Textbook Rental Fee	
Kindergarten through grade 12	\$200.00
Kindergarten, Elementary & Secondary Fees – Grades K - 12	
Vocal Music (purchase music, support performances)	\$30.00
Art (consumable supplies used in class)	\$30.00
Secondary Fees – Grades 6 – 12	
Locker Fee	\$20.00
Instrumental Music (purchase music, repair/replace instruments & equipment)	\$50.00
Foreign Language (software and consumable supplies)	\$20.00
Extracurricular Activities & Debate – per activity (equipment, transportation, no maximum)	\$250.00
Science Olympiad (entry fees, sponsor supervision, and transportation)	\$100.00
Computer Class & Independent Study	\$50.00
Elementary & Secondary Fees – Grades Primary – 12	
Technology Fee	\$200.00
Processing Fee – New Application	\$75.00
Re-enrollment Fee	\$25.00
Safety Fee per family	\$175.00
Building Maintenance & Updates	\$125.00

*Inclusive of all Greenwood fees.

Greenwood tuition will be prorated for students who enroll a month or more after the first day of school. The prorated amount is based on the number of school attendance days remaining in the school year times the daily tuition charged. Daily tuition (DT) is the annual tuition divided by the number of total school days. Greenwood provides a discount of \$1,500 per family unit for Greenwood employees working at least 1,000 hours per year and for MSU employees regardless of the salary-funding source.

Dual enrollment at Missouri State University is available to Greenwood students at the regular instruction per-credit rate and all related fees. However, seniors will have their basic and student fees waived for three credit hours per semester during their senior year, in addition to their basic and student fees resulting from Calculus and Pre-Calculus courses taken.

Library Fines

Loan Period	Fine Rate	Maximum
2-hour Reserve	\$.25 per hour overdue	\$25.00
Recalled Items	\$1.00 per day	\$25.00
Replacement/Repair Fee	Actual Cost	N/A
Overdue Equipment	\$5.00 per day	\$30.00

Fees below \$2.00 are waived.

English Language Institute

English for Academic Purposes (EAP) program fees per 12-week session: \$6,950.00. English for Academic Purposes program fees cover the core courses of Writing, Reading, Listening, and Speaking, as well as all textbooks and instruction materials. Permanent Residents to the U.S. will receive a 50% discount on application and program fees. International Partner discounts are determined per agreement.

EAP Application Fee (Non-Refundable)	\$150.00
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Other courses/workshops may be offered by ELI with fees to be determined.

Certificate in English Language Teaching for Adults – CELTA

CELTA may be taken for Missouri State University academic credit, with regular tuition and fees applying. Tuition collected for courses offered as part of the CELTA program will go to the CELTA program. CELTA fees are non-refundable. Full fees are due 21 days before the course begins.

CELTA Session Fees (in-person or online)	\$2,600.00
CELTA Early-bird rate	\$2,300.00
CELTA Fee for Missouri State University faculty, staff, students, or alumni	\$2,300.00

A tuition Payment Plan is available to admitted CELTA trainees. Terms of the Payment Plan are below:

- A fee of \$100.00 will be added to the total tuition to enroll in the Payment Plan.
- The Payment Plan includes two equal payments.
- The first payment is due no later than three weeks prior to the CELTA program start date, and the second payment is due no later than the midpoint of the CELTA program. Exact payment amounts and due dates can be found at the Payment Plan Enrollment Form for each CELTA session.

Participants who pay in full at least six weeks prior to the program start date are eligible for an Early Bird discount of \$300.00 off the course tuition.

International Students Health Insurance

Fall 2025, Spring 2026, and Summer 2026

This charge will be assessed each semester to all registered students for whom Missouri State University has issued F-1 or J-1 student visa documents.

Insurance Plan	Amount	Approximate Coverage Dates
Annual	\$1,691.00	08/10/25 -08/09/26
Fall 2025	\$845.50	08/10/25 -12/31/25
Spring/Summer 2026	\$845.50	01/01/26 -08/09/26
Summer 2026 (for students not attending spring)	\$323.00	06/01/26 -08/09/26
Continuation coverage for one Month after semester	\$141.00	

Housing Fees

For actual detail rates with meal plans for all locations, see <https://reslife.missouristate.edu/rates.htm>

The combined room (housing) and board (meals) blended increase will not exceed 3.0% for Fall 2025, Spring 2026, and Summer 2026. Dining Dollars prices are as follows: \$192 with a value of \$210, \$242 with a value of \$265 and \$310 with a value of \$340.

Residence hall rates include utilities and unlimited access to washers and dryers.

Single occupancy may be approved for the Fall and Spring semesters only if space is available. An additional charge equal to 1½ times the double occupancy rate will be made for a single occupancy.

There is a \$12 per semester/\$24 per academic year Residence Hall Association Activity Fee.

Guest Housing

Residence Hall Space	\$25.00 per night
Apartment Space	Varies

Conferences and Institutes

Daily room rates for double occupancy with air conditioning, no meal plan		
	Housing Without Linen Service	Housing With Linen Service
Non-student groups*	\$30.00	\$35.00
Prospective student groups	\$27.00	\$32.00
Current student groups*	\$25.00	\$30.00
Other Rates		Amount
Children (age 3-12) with accompanying parents		\$5.00 per day
Athletic groups		\$18.75 per night

*Rates are negotiable for large groups; rate exceptions for current student groups or individuals must be approved by the Vice President for Student Affairs.

Residence Hall Deposit

A \$100.00 security deposit is required for all new applicants for University housing.

The deposit serves as the applicant's guarantee that the contract will be completed. Also, it may be used to cover damages or other charges if the contract is completed. The contract period is for the Fall and Spring semesters. Housing for the Summer session is covered by a separate contract and deposit. Provisions for refund/forfeiture of deposits are stated in the *Student Housing Contract*.

Other Fees/Fines

Key Replacement (mail box, room, hall)	\$10.00
Recore/Reprogram Room or Hall Lock	\$50.00
Lock Out Access (third time & thereafter)	\$5.00
Annual Residence Hall Association Activity Fee	\$24.00
Building Access Card	\$25.00
Excessive Printing (over 350/semester, 700/year) per 100 pages	\$5.00
Improper Checkout	\$75.00
Damages	Varies

Expanded housing discounts: Students assigned to expanded housing are eligible for a discount. When students are moved to a permanent room, the prorated time spent in expanded housing is discounted at 20%.

Mountain Grove Housing Fees

Room Rate	\$380.00 per month
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University Safety**Parking Permits* (Students/Faculty/Staff**)**

	Fall & Spring Rate	Summer Rate	Per Year
Black & White Striped or Orange and White Striped (Overnight)	N/A	N/A	\$510.00
Blue (Reserved) or Silver SP**	N/A	N/A	\$234.00
Brown (Service Vehicle)	N/A	N/A	\$234.00
Green or Red (Residence Hall)	\$201.00	\$44.00	\$245.00
Green Lot 27A – (Monroe Apartments)	N/A	N/A	\$470.00
Green & White Striped	N/A	N/A	\$505.00
Motorcycle	N/A	N/A	\$28.00
Orange (Evening and Remote)	\$67.00	\$16.00	\$83.00
Purple & White (Vendor)	N/A	N/A	\$234.00
Second Blue (Reserved)** Alternate	N/A	N/A	\$15.50
Yellow or Yellow & White (Commuter)**	\$121.00	\$28.00	\$149.00
Reserved Space			\$750.00
Reserved Space for non-Student/Faculty/Staff***			\$775.00
Short-Term (Daily)			\$3.25
Metered Parking		\$1.25 per hour, plus mobile convenience fee, if any.	
Metered Parking (Downtown)		\$3.25 per hour, plus mobile convenience fee, if any.	

*Replacement parking permits are up-to one-half of original cost. Transportation Services will provide pro-rata refund for early termination of parking privileges.

**Payroll deduction required for full-time University employees.

*** Reserved Space for Non-Student/Faculty/Staff are limited and require approval by parking administration

Parking permits will be provided at no cost to University guests of faculty and staff if requested in advance from the Transportation Services Office.

Parking Violation Fines

Failure to Register	\$53.00
Permit Not Present	\$36.00
Altered/Stolen Permit	\$158.00
Permit Does Not Apply to Lot	\$32.00
No Parking Zone	\$36.00
Parked over the Line	\$23.00
Accessible Permit Not Present 1 st Offense	\$111.00
Accessible Permit Not Present 2 nd Offense	\$167.00
Accessible Permit Not Present 3 rd Offense	\$221.00
Parking Time Expired	\$26.00
Obstructing Traffic	\$29.00
Reserved Space	\$47.00

Fines paid through Scan & Pay incur an additional convenience fee of \$0.35 + 7.99%

Fines revert to individual faculty, staff, and student Accounts Receivable accounts if not paid or appealed within 5 days. No late fees apply; however, Accounts Receivable accounts accrue a 1% per month service fee for unpaid charges.

Key Control – Replacement Keys (loss or theft)

Maximum for Contractor (for lost or stolen keys)	\$10,000.00
High Security Keys (Master Keys)	\$500.00
Medium Security Keys (Submasters, Campus Labs, Chemical Labs, and Box Office locations)	\$250.00
Select Submaster Key (a key that opens a limited number of multiple doors)	\$125.00
Exterior Door Key	\$50.00
Standard Room Key	\$25.00

Miscellaneous Transportation Fees

Gate Arm Replacement Fee	\$66.00
Auto Clamp Removal Fee	\$53.00
Vehicle Removal Fee	\$53.00
Bike Impoundment Return Fee	\$25.00

Bill R. Foster and Family Recreation Center Membership Rates

Missouri State Students

Type of student	Fall/Spring Semester Cost	Summer
Current student assessed the full Springfield student service fee	No additional cost	No additional cost
Current students and Greenwood Laboratory School (Junior and Seniors Only) not assessed full Springfield student service fee	\$92.00 per semester or balance of full Springfield student service fee	\$52.00 or balance of full Springfield student service fee or \$20 per month
Special use (summer only for those students who were enrolled in the previous spring semester)		\$52 for full summer or \$20 per month

Additional Eligible Members

Type of Member	Monthly	Annual
MSU full-time employees, current and retired	\$20.00	\$236.00
Active Alumni	\$30.00	\$315.00
MSU Affiliates	\$30.00	\$315.00
Household members	\$30.00	\$315.00

Day Pass Pricing

Type of Pass	Guest Rate	Non-member MSU employee/student not assessed student service fee
One-Day with no group fitness	\$7.00	\$5.00
Group fitness (BearFit)	\$5.00	\$5.00
Child one-day pass during family hours	\$5.00	N/A

Hammons Student Center Usage Fees

Family Plan	\$15.00 per semester
Guest with Member	\$5.00 per day
Qualified Alumni	\$2.00 per day
Single Plan	\$175.00 per year
Family Plan	\$200.00 per year

Facility Fees

Non-Missouri State University Events	
Hammons Student Center	\$3.00 per ticket
GSB Arena	\$3.00 per ticket
Blue & Gold Tournament	\$2.00 per ticket
SPS Tournament of Champions	\$3.00 per ticket
JKH Hall for the Performing Arts	\$3.00 per ticket

Other

In the event a student received University services which is not fully paid for from the student's tuition and fees, the student will be charged the difference.

Appendix A

Supplemental Course Fees for Springfield Campus for Fall 2025, Spring 2026, and Summer 2026

College	Course	Number	Title	Amount
Reynolds College of Arts , Social Sciences and Humanities				
RCASH	ART	598	Seminars in Art Education	<i>Vary by section</i>
RCASH	ANT	351/751	Field Archaeology/Graduate Field Archaeology	<i>Vary by section</i>
RCASH	DSS	ALL	All Defense and Strategic Studies Courses	\$700.00
RCASH	PLS	333	Model United Nations	\$260.00
RCASH	MUS	398	Junior Recital	\$25.00
RCASH	MUS	498	Senior Recital	\$25.00
College of Business				
COB	IDC	424	Business Practices	\$100.00
COB	TCM	110	Introduction to Engineering Design	\$20.00
COB	TCM	121	Construction Principles and Practice	\$65.00
COB	TCM	122	Construction Materials and Methods	\$55.00
COB	TCM	322	Electrical Systems for Buildings	\$40.00
COB	TCM	326	Construction Soils and Foundations	\$40.00
COB	TCM	331	Materials and Manufacturing Processes	\$50.00
COB	TCM	347	Electrical Circuits	\$40.00
COB	TCM	438	Systems Integration	\$50.00
COB	TCM	494	Professional Internship	\$100.00
COB	TCM	498	Senior Design	\$50.00
College of Education				
COE	CFD	260	Observing, Assessing, and Creating Activities for Young Children	\$25.00
COE	CFD	360	Planning and Implementing Curriculum for Child Development Centers	\$25.00
COE	CFD	455	Infants and Toddlers: Development and Program Planning	\$25.00
COE	EAD	790	Internship K-12 Principal-Part 1	\$60.00
COE	EAD	791	Internship K-12 Principal-Part 2	\$60.00
COE	EAD	792	Internship K-12 Principal-Related Agencies	\$60.00
COE	EAD	793	Internship K-12 Principal-Part 3	\$60.00
COE	EAD	882	Superintendency Internship-Part 1	\$60.00
COE	EAD	883	Superintendency Internship-Part 2 II	\$60.00
COE	EAD	884	Internship Director of Special Education-Part 1	\$60.00
COE	EAD	885	Internship Director of Special Education-Part 2	\$60.00
COE	EAD	886	Internship Director of Special Education-Part 3	\$60.00
COE	ECE	301	Emerging Literacy and Communication Arts	\$15.00
COE	ECE	302	Social Studies and Sociomoral Development	\$15.00
COE	ECE	303	Mathematics and Science for Young Children	\$15.00
COE	ECE	401	Curriculum For Early Childhood Education	\$25.00
COE	ECE	402	Assessing Young Children	\$25.00
COE	ELE	500/600	Current Issues and Applications in Elementary Education	\$25.00
COE	CTE	502/602	Study Tour	<i>Vary by section</i>
COE	SPE	346	Educational Evaluation of Exceptional Students Lab	\$25.00
COE	SPE	605	Braille Reading and Writing I	\$25.00
COE	SPE	711	Braille Reading and Writing II	\$25.00
COE	SPE	712	Instructional Techniques and Strategies of Orientation and Mobility	\$150.00
COE	SPE	750	Practicum in Blindness and Low Vision – Within Area (\$350 + \$110)	\$460.00
COE	SPE	760	Internship – Orientation and Mobility	\$250.00
COE	SPE	783	Advanced Assessment to Support Individuals with Developmental and Sensory Disabilities	\$50.00
COE	SPE	789	Supervised Teaching – The Exceptional Child	\$115.00

Appendix A (continued)

Supplemental Course Fees for Springfield Campus for Fall 2025, Spring 2026, and Summer 2026

College	Course	Number	Title	Amount
COE	SPE	791	Clinical Practicum for Individuals with Autism and Challenging Behavior	\$25.00
COE	SPE	792	Advanced Diagnosis and Remediation of Students with Disabilities Lab	\$25.00
McQueary College of Health and Human Services				
MCHHS	BMS	622	Molecular Cell Biology	\$40.00
MCHHS	BMS	625	Molecular Biology	\$40.00
MCHHS	BMS	629	Molecular Genetics	\$40.00
MCHHS	BMS	658	Recombinant DNA and Protein Techniques	\$40.00
MCHHS	BMS	645	Clinical Gross Anatomy	\$255.00
MCHHS	BMS	707	Medical Human Anatomy	\$255.00
MCHHS	BMS	717	Medical Human Anatomy and Radiology	\$255.00
MCHHS	BMS	727	Human Gross Anatomy	\$255.00
MCHHS	BMS	728	Human Neurophysiology and Anatomy	\$255.00
MCHHS	COU	752	Career Development	\$25.00
MCHHS	COU	781	Secondary School Counseling Internship	\$115.00
MCHHS	COU	783	Elementary School Counseling Internship	\$115.00
MCHHS	COU	785	Mental Health Counseling Internship	\$115.00
MCHHS	CSD	795/895	Advanced Clinical Practice	\$120.00
MCHHS	CSD	797	Speech-Language Pathology Externship	\$100.00
MCHHS	CSD	844	Auditory Electrophysiology II	\$40.00
MCHHS	KIN	669	Health Appraisal & Exercise Testing Techniques	\$16.00
MCHHS	NUR	730	Family Practice I	\$225.00
MCHHS	NUR	734	Advanced Physical Assessment and Clinical Reasoning	\$225.00
MCHHS	NUR	750	Family Practice II	\$225.00
MCHHS	NUR	770	Family Practice III	\$225.00
MCHHS	NUR	790	Family Nurse Practitioner Advanced Practicum	\$225.00
MCHHS	OTE	624	Therapeutic Modalities	\$20.00
MCHHS	OTE	645	Clinical Gross Anatomy	\$255.00
MCHHS	PSY	720	Individual Intelligence Testing	\$150.00
MCHHS	PTE	707	Medical Human Anatomy	\$255.00
MCHHS	SWK	780	Social Work Field Practicum and Seminar II	\$125.00

Appendix A (continued)

Supplemental Course Fees for Springfield Campus for Fall 2025, Spring 2026, and Summer 2026

Student Teaching Course Fee (per 12-16-week placement)			
Course	Number	Title	Amount
AGE	493	Supervised Teaching (Secondary Agriculture)	\$175.00
AGE	494	Supervised Teaching (Secondary Agriculture)	\$175.00
COM	490	Supervised Teaching (Secondary Speech and Theatre)	\$175.00
COM	491	Supervised Teaching (Secondary Speech and Theatre)	\$175.00
ECE	495	Supervised Teaching-Early Childhood	\$175.00
ECE	496	Supervised Teaching-Early Childhood	\$175.00
ELE	495	Supervised Teaching (Elementary)	\$175.00
ELE	496	Supervised Teaching (Elementary)	\$175.00
ENG	432	Supervised Teaching (Secondary English)	\$175.00
ENG	433	Supervised Teaching (Secondary English)	\$175.00
CTE	493	Supervised Teaching (Secondary Family and Consumer Sciences)	\$175.00
CTE	494	Supervised Teaching (Secondary Family and Consumer Sciences)	\$175.00
HST	422	Supervised Teaching (Secondary Social Studies)	\$175.00
HST	423	Seminar in Supervised Teaching	\$175.00
KIN	493	Supervised Teaching (Secondary Physical Education)	\$175.00
KIN	496	Supervised Teaching (Elementary Physical Education)	\$175.00
LCR	493	Supervised Teaching Seminar	\$175.00
LCR	496	Supervised Teaching (Elementary Foreign Language)	\$175.00
MID	493	Supervised Teaching (Middle School)	\$175.00
MID	494	Supervised Teaching (Middle School)	\$175.00
MTH	493	Supervised Teaching (Secondary Mathematics)	\$175.00
MTH	494	Supervised Teaching (Secondary Mathematics)	\$175.00
MUS	494	Supervised Teaching (Elementary Music K-6)	\$175.00
MUS	496	Supervised Teaching (Secondary Music 7-12)	\$175.00
SCI	493	Supervised Teaching (Secondary Science)	\$175.00
SCI	494	Supervised Teaching (Secondary Science)	\$175.00
SEC	493	Supervised Teaching (Secondary)	\$175.00
SEC	494	Supervised Teaching (Secondary)	\$175.00
SPE	495	Supervised Teaching (Special Education)	\$175.00
SPE	496	Supervised Teaching (Special Education)	\$175.00
THE	490	Supervised Teaching (Secondary Speech and Theatre)	\$175.00
THE	491	Supervised Teaching (Secondary Speech and Theatre)	\$175.00
Supervised Teaching Course Fee (per 16-week placement)			
ART	490	Supervised Teaching	\$350.00
SEC	784	Internship in Teaching II – 10 credit hour section	\$350.00
SPE	796	Supervised Teaching	\$350.00

Appendix A (continued)

Supplemental Course Fees for Springfield Campus for Fall 2025, Spring 2026, and Summer 2026

Teacher's Aide Rule Course Fee (per 16-week placement)			
AGE	499	Clinical Experiences in Teaching II (Agriculture 9-12)	\$150.00
ART	469	Clinical Experiences in Teaching II (Art K-12)	\$150.00
COM	493	Clinical Experiences in Teaching II (Speech and Theatre 9-12)	\$150.00
ECE	499	Clinical Experiences in Teaching II (Early Childhood B-Grade 3)	\$150.00
ELE	499	Clinical Experiences in Teaching II (Elementary Education 1-6)	\$150.00
ENG	434	Clinical Experiences in Teaching II (English 9-12)	\$150.00
CTE	498	Clinical Experiences in Teaching II (Family & Consumer Sciences B-12)	\$150.00
HST	499	Clinical Experiences in Teaching II (Social Studies 9-12)	\$150.00
KIN	498	Clinical Experiences in Teaching II (Physical Education K-12)	\$150.00
LCR	491	Clinical Experiences in Teaching II (Foreign Languages K-12)	\$150.00
MID	499	Clinical Experiences in Teaching II (Middle School 5-9)	\$150.00
MTH	496	Clinical Experiences in Teaching II (Mathematics 9-12)	\$150.00
MUS	499	Clinical Experiences in Teaching II (Music Education K-12)	\$150.00
SCI	499	Clinical Experiences in Teaching II (Sciences 9-12)	\$150.00
SEC	499	Clinical Experiences in Teaching II	\$150.00
SPE	499	Clinical Experiences in Teaching II (Special Education K-12)	\$150.00
THE	493	Clinical Experiences in Teaching II (Speech and Theatre 9-12)	\$150.00

III.C.

**2025-2026 Proposed Fee Schedule Summary
Board of Governors
April 16, 2025**

West Plains Campus

Tuition changes

	2024-2025	2025-2026	\$ Increase
Tuition base per-hour fee			
Undergraduate Missouri Resident	\$155.00	\$163.00	\$8.00
Undergraduate Non-Missouri Resident	\$310.00	\$326.00	\$16.00

Tiered tuition is based on class type. Tier I is the base per-hour fee. For Tiers 2 through 5, an additional cost will be added to the base per-hour fee.

Tiered Tuition Rates

Tier 1	Base per-hour fee
Tier 2	Base per-hour fee plus \$15 per credit hour
Tier 3	Base per-hour fee plus \$25 per credit hour
Tier 4	Base per-hour fee plus \$35 per credit hour
Tier 5	Base per-hour fee plus \$50 per credit hour

	2024-2025	2025-2026	\$ Increase
Common Fee			
Total Common Fee (per credit hour)	\$42.00	\$55.00	\$13.00

Exceptions to the Tuition Schedule

High School Dual Credit	\$70.00	\$75.00	\$5.00
High School Dual Enrollment	\$88.00	\$100.00	\$12.00
NUR Courses (seated) – Resident	\$205.00	\$263.00	\$58.00
NUR Courses (seated) – Non-Resident	\$410.00	\$526.00	\$116.00
NUR Courses (online) – Resident	\$210.00	\$293.00	\$83.00
NUR Courses (online) – Non-Resident	\$420.00	\$586.00	\$166.00
Online courses	\$180/\$185	\$193.00	\$13/\$8

International Programs Academic Experience Fee (IPAEF) will increase from \$150.00 to \$175.00

International Health Insurance Fee, Students only will decrease from \$1,698.00 to \$1,691 and will be prorated for various enrollment periods.

	2024-2025	2025-2026	\$ Increase
Student Conduct – Alcohol & Other Drug Fines			
Alcohol – First Violation	\$25.00	\$50.00	\$25.00
Alcohol – Second Violation	\$50.00	\$75.00	\$25.00

Residence Hall room and board rate for Grizzly Lofts will increase from \$3,575.00 to \$3,975.00 per semester and \$7,150.00 to \$7,950.00 per year for Fall and Spring semesters. Summer room and board will increase from \$2,100.00 to \$2,300.00.

Student Recreation Center Usage fees for others that are not students, faculty or staff will increase from \$3.00 to \$5.00 per day.

Horse Stall Rental will be charged \$100.00/semester or \$200.00/year.

Supplemental Course Fees

Supplemental course fees may be assessed on individual courses to cover the cost of specialized supplies, equipment, or services for instructional purposes that are provided by the University to all students enrolled in the course and are in addition to routine instructional expenses. Of the approximate 119 supplemental course fees for the West Plains campus listed in the FY25 Fee Resolution, 92 of them have been deleted to accommodate the new tiered tuition model. Only 19 supplemental course fees remain.

III.D.

**Missouri State University
Fees No. 23-25
2025-2026 Fee Schedule
Board Resolution**

West Plains Campus

BE IT RESOLVED BY THE BOARD OF GOVERNORS OF MISSOURI STATE UNIVERSITY AS FOLLOWS:

The Board of Governors adopts the following fee schedule for the West Plains Campus, effective July 1, 2025.

Delegation of Responsibility

The Board of Governors delegates the responsibility for negotiating charges for on- and off- campus use of the West Plains Campus facilities to the Chancellor of the West Plains Campus.

BE IT FURTHER RESOLVED, understanding that unanticipated circumstances may require immediate action, and to be able to respond efficiently as necessary in the judgment of the President, that the President of the University is hereby authorized to establish and implement additional fees, or make appropriate modifications to the fees as set forth here, except for “Required Student Fees,” and that such fees will be immediately effective upon action by the President, but will be reported to the Board at the next meeting of the Board by either the President, Vice President for Administration and Finance or the Assistant Vice President for Finance and Accounting.

BE IT FURTHER RESOLVED, that previous actions by the Board of Governors covered in this schedule of student fees and deposits be modified accordingly, the Board of Governors reserves its discretion to further modify fees and charges as it determines necessary and appropriate.

Tim Francka
Chair of the Board

Passed at the meeting of
April 16, 2025

Rowena Stone
Secretary to the Board

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West Plains Campus

Required Student Fees

Tuition (Fall 2025, Spring 2026, and Summer 2026)

	Missouri Resident	Non-Missouri Resident
Undergraduate course base per-hour fee	\$163.00	\$326.00

Tiered tuition is based on class type. Tier I is the base per-hour fee. For Tiers 2 through 5, an additional cost will be added to the base per-hour fee. Course codes by tuition tier can be found in Appendix A.

Tiered Tuition Rates

Tier 1	Base per-hour fee
Tier 2	Base per-hour fee plus \$15 per credit hour
Tier 3	Base per-hour fee plus \$25 per credit hour
Tier 4	Base per-hour fee plus \$35 per credit hour
Tier 5	Base per-hour fee plus \$50 per credit hour

Community Education Classes

Community Education Class fees will be negotiated on a case-by-case basis.

Common Fee (assessed in addition to Tuition)

The Common Fee is assessed in addition to tuition and is based upon the total credit hours for which a student enrolls. The Common Fee is used to cover a variety of student and administrative focused activities. To calculate the total Common Fee incurred each semester, multiply the total Common Fee for one (1) hour by the total number or credit hours enrolled for the semester.

Fall 2025, Spring 2026, and Summer 2026

Description	Per Credit Hour
Student Services Fees	\$16.80
Administrative Fees	\$22.73
Computer & Technology Fee	\$15.47
Total per credit hour	\$55.00

Scope of the Required Student Fees Schedules

- All fees assessed must be paid in full by specified fee deadlines; otherwise, a student's future registration is canceled.
- Courses audited are counted in the same way as courses taken for credit in determining fees.
- *The required student fee schedule is subject to revision by the Board of Governors without notice.*

Exceptions to the Required Student Fee Schedule

The Vice-Chancellor of Academic Affairs has the authority to approve exceptions to the required student fee schedule for courses for which the fees must be negotiated with outside agencies.

Exceptions to the Tuition Schedule

	Missouri Residents	Non-Missouri Residents
Per Credit Hour		
High School Dual Credit*	\$75.00	\$75.00
High School Dual Enrollment	\$100.00	\$100.00
NUR Courses (seated)**	\$263.00	\$526.00
NUR Courses (online)	\$293.00	\$586.00
Online Courses	\$193.00	\$193.00
VIN Courses	\$240.00	\$240.00
WLD Courses	\$300.00	\$300.00

*High school students who enroll in dual credit courses are charged a lesser amount than the seated tuition rate for a Missouri resident and are not charged the common fee. High school students who enroll in any other course, whether on campus or online, are charged \$100.00 per credit hour and the common fee. Supplemental course fees will be charged in full for dual credit and dual enrollment courses, if applicable.

**Per credit hour rate for courses with a NUR (Nursing) prefix, except for NUR 197, and NUR 297.

Program Fee

The non-refundable program fee of \$3,000.00 per semester is assessed for students who are selected for participation in the ASCEND program. ASCEND will provide additional support for students who have a diagnosis of Autism Spectrum Disorder or similar neurodivergent diagnosis and program fees will be utilized to aid in the delivery of needed support resources. A maintenance program (ASCEND-M) fee of \$1,500.00 per semester is available for second year students who may no longer have high level support needs. In 2025-2026, a grant has been received to cover the cost of the program and program fees will not have to be assessed to participants for the year.

Supplemental Course Fees

Supplemental course fees may be assessed on individual courses to cover the cost of specialized supplies, equipment or services for instruction purposes that are provided by the University to all students enrolled in the course and are in addition to routine instructional expenses. The listing of supplemental course fees in Appendix B will be identified in the catalog and class schedule and will be assessed at the time of registration.

There may be additional supplemental course fees needed during the year for selected courses. For such courses, the Chancellor of the West Plains Campus shall be authorized to recommend supplemental course fees. Supplemental fees recommended will be presented to the President for approval and reported to the Board of Governors at the next meeting of the Board.

Lost Identification Card Fee

There will be a \$5.00 charge for replacement of a lost student identification card.

Returned Check Charge Fee

A fee of \$30.00 will be charged to the person presenting a check to the University that is not honored by the bank on which the check is drawn. The charge will be for each check returned.

Credit Card Processing Fee

Missouri State University contracts with a third party to process credit card payments to pay balances on accounts for charges. The third-party processing company will charge a separate convenience fee which will apply to all credit card payments. Please review the Business Office website for payment options.

Diploma/Transcript Fees

All transcript requests will be made through Parchment, Inc. Electronic transcripts will cost \$7.50, and mail delivered transcripts will cost \$10.00. Transcripts for the China campus will be processed directly through Registration and Records at no cost.

A \$25.00 delivery fee will be charged for transcripts, enrollment verifications, and other documents sent via express or overnight mail inside the continental United States. International transcripts cost is \$47.50/transcript. The actual cost to the University will be charged for enrollment verifications, and other documents sent via express or overnight mail outside the continental United States. Third-party transcripts will be charged \$12.00 per transcript.

Reissued diploma requests will be made through Parchment, Inc. A \$5.00 delivery fee will be charged by Parchment, Inc. for reissued diplomas.

International Programs Academic Experience Fee

An International Programs Academic Fee (IPAEF) must be paid by individuals traveling with an international Education Abroad program and/or participating in an international academic experience. West Plains students participating in a West Plains short-term faculty-directed program will pay a \$50.00 fee. West Plains students participating in a short-term faculty-directed program through the Springfield campus will pay the Springfield IPAEF of \$175. All students participating in an international Education Abroad program or international academic experience are required to carry University-approved health insurance that includes emergency medical, political, or natural disaster evacuation, as well as repatriation of remains. The cost of insurance is included in the International Programs Academic Experience Fee. This fee is non-refundable.

Required Student Fees Refund Schedules

Refunds are determined separately for tuition, common fees, and supplemental and sections fees as indicated below. In all cases, the date used in determining refunds shall be the date the student completes the transaction online or submits an official withdrawal or change of schedule request to the Office of Registration and Records. For withdrawal requests submitted by mail, the postmark date shall be used.

Refunds of Tuition

If a student drops or withdraws from a full semester-length class prior to the ninth week, the tuition refund shall be as follows:	
On or before the fifth day of the semester	100%
Days 6 through 10 of semester	75%
Days 11 through 20 of semester	50%
Days 21 through 40 of semester	25%
After the 40 th day of semester	No refund

Refunds for Block Classes (Fall and Spring)

If a student drops or withdraws from a block class (first block or second block), the refund shall be as follows:	
On or before the fifth day of the block	100%
Days 6 through 10 of the block	75%
Days 11 through 14 of the block	50%
Days 15 through 20 of the block	25%
After the 20 th day of the block	No refund

Refunds for Summer Classes

If a student drops or withdraws from a session 1 (8 weeks) summer class, the refund shall be as follows:	
On or before the fifth day of the semester	100%
Days 6 through 10 of the semester	75%
Days 11 through 14 of the semester	50%
Days 15 through 20 of the semester	25%
After the 20 th day of the semester	No refund
If a student drops or withdraws from a session 2 or 4 (4 weeks) summer class, the refund shall be as follows:	
On or before the first day of the term	100%
Days 2 and 3 of the term	75%
Days 4 and 5 of the term	50%
Days 6 through 10 of the term	25%
After the 10 th day of the term	No refund
If a student drops or withdraws from a session 3 (5 weeks) summer class, the refund shall be as follows:	
On or before the second day of the term	100%
Day 3 of the term	75%
Days 4 through 6 of the term	50%
Days 7 through 12 of the term	25%
After the 12 th day of the term	No refund

Refunds for Classes with a term* of 19 days or less (including Intersession)

The refund for courses with a term* of 19 days or less (including Intersession) is 100% if the class is dropped by the end of the first day of the term. After the first day of the term, refunds are made on the basis of the number of days in the term per the following schedule:				
Number of Days in Term	100%	75%	50%	25%
1	Prior to day 1	n/a	n/a	n/a
2	1	n/a	n/a	n/a
3	1	2	n/a	n/a
4	1	2	n/a	3
5	1	2	3	4
6	1	2	3	4
7	1	2	3	4
8	1	2	3	4
9	1	2	3	5
10	1	2	3	5
11	1	2	3	6
12	1	2	4	7
13	1	2	4	7
14	1	2	4	8
15	1	2	4	8
16	1	2	5	9
17	1	3	5	9
18	1	3	5	10
19	1	3	5	10

Refunds for Classes with a term* of 20 days or more:

The refund for classes with a term* of 20 days or more is 100% if the class is dropped before the end of the second day of the term (even if the class does not meet on the second day of the term). Additional refund periods are proportionate to the refund periods described above for full semester classes. Refund deadlines are calculated as follows:

- 75% refund = 0.133 times the length of term
- 50% refund = 0.267 times the length of term
- 25% refund = 0.533 times the length of term

Standard rounding rules apply (e.g., the 75% refund deadline for a 25-day term is 0.133×25 or 3.325, which will be rounded down to day 3; the 50% refund deadline for a 25-day term is 0.267×25 or 6.675, which will be rounded up to day 7). The Office of the Registrar maintains refund deadline dates for each class length.

*For classes that are not full semester classes, refunds are based on the 'length of term.' For those classes, the 'term' begins with the start date of the class and ends with the end date. The length of term is the number of days in that period, including the start and end date but excluding weekend and holidays when classes are not in session.

Student Services Fee Refunds

If a student drops during the 100% refund period for tuition (as indicated above), then 100% of the Common Fee will be refunded. No refund of the Common Fee will be issued for students who drop after the 100% refund period, unless officially approved through the Refund Exception Appeal Committee.

Supplemental Course Fee Refunds

If a student drops a course(s) during the 100% refund period for tuition (as indicated above), then 100% of supplemental fees for the course(s) being dropped will be refunded (with the exception of fees that have already been expended on the part of the student, or an access code that has been opened). No refund of supplemental or section fees is issued for students who drop a course(s) after the 100% refund period, or for an access code that has been opened/used that was purchased through use of a supplemental course fee.

Refunds for Recipients of Federal Aid

For students who are recipients of Federal Title IV student aid, refunds will be made in accordance with all applicable federal regulations.

Refunds for Non-Attendance

Students will be administratively withdrawn for the following circumstances:

- Reported as Never Attended by the
 - 10th class day of the 16-week or longer term
 - 7th class day of the 8-week term
 - 4th class day of the 5-week and 4-week term
 - 2nd class day of a 2-week or less term
- Determined to have enrolled in a course without the appropriate pre-requisite course
- Are academically suspended and have not been reinstated through the academic appeal process

Students who are administratively withdrawn will have their schedule removed and tuition and fees will be refunded at 100%. However, non-tuition related charges will continue to be the responsibility of the student.

Changes of Schedule

Students who drop courses during the change of schedule period will receive a credit on their account in accordance with the Required Student Fees Refund Schedule (see Required Student Fees Refund Schedules). Because courses are not supposed to be added after the change of schedule period, dropped courses, and added courses (including section changes), **will result** in an additional financial obligation for the student. Exceptions may be granted when the department of the course(s) dropped and added provides written verification to the Office of Academic Affairs stating that the late schedule change was required or recommended by the department. Courses may be added during the change of schedule period. Additional cost of courses added must be paid at the time the change of schedule is processed, or the student must be completely enrolled in the My Payment Plan.

Exceptions to the Withdrawal and Change of Schedule Fee Refund Policy

Exceptions to the withdrawal and change of schedule fee refund policy must be approved by the Refund Exception Appeal Committee. Appeals must be submitted within one month of the date of the withdrawal or change of schedule and should be accompanied by appropriate supporting documentation. The Refund Exception Appeal Request form can be found at <https://wp.missouristate.edu/recreg/forms.htm>.

Missouri State University-West Plains will make the following efforts to identify students who are registered but not attending classes:

- Attendance tracking – Instructors will monitor class rosters. After the allotted time for attendance to be reported, instructors will report students who meet the following conditions:
 - o A student is attending class but not on their class roster.
 - o A student is listed on the class roster but not attending class.
- If a student is attending but is not registered, the registration and records office notifies the student via University email and requests he/she contact the office immediately to resolve the situation. Students registered but not attending classes will be withdrawn from all classes or dropped from the class they are not attending.

Laboratory Course Deposit

No deposit is required for laboratory courses. A student responsible for unusual breakage or loss of equipment will be required to pay for such breakage or loss.

International Students Health Insurance

Fall 2025, Spring 2026, and Summer 2026

This charge will be assessed each semester at the time of registration to all students for whom Missouri State University has issued F-1 or J-1 student visa documents.

Insurance Plan	Amount	Approximate Coverage Dates
Annual	\$1,691.00	08/10/25 -08/09/26
Fall 2025	\$845.50	08/10/25 -12/31/25
Spring/Summer 2026	\$845.50	01/01/26 -08/09/26
Summer 2026 (for students not attending spring)	\$323.00	06/01/26 -08/09/26
Continuation coverage for one Month after semester	\$141.00	

Library Fines

Loan Period	Fine Rate	Maximum
2-hour Reserve	\$1.00 per hour overdue	\$25.00
AV Equipment	\$5.00 per day overdue	\$30.00
Recalled Items	\$1.00 per day	\$25.00
Replacement/Repair Fee	Actual Cost	N/A

Fees below \$2.00 are waived.

Student Conduct – Alcohol & Other Drug Fines

Alcohol – First Violation	\$50.00
Alcohol – Second Violation	\$75.00
Alcohol – Third Violation	\$100.00
Drug Violations	\$50.00

Housing Fees

Residence hall rates include utilities, internet access, unlimited access to washers and dryers, and additional printing in the residence hall computer lab.

Fall 2025 and Spring 2026

Room and Board Facilities (19-meal-per-week plan)		
	Per Semester	Per Year
West Plains Residence Hall – Grizzly Lofts	\$3,975.00	\$7,950.00
Non-Resident Meal Plans	Per Semester	
10 meal punch card – Students		\$70.00
10 meal punch card – Faculty/Staff		\$70.00

Summer 2026

Room and Board (Room \$1,668.00 + 10 Meal Weekly Plan \$432.00)	\$2,300.00
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Utilities are included in the above rates.

Single occupancy may be approved for the Fall and Spring semesters only if space is available. An additional charge of \$500.00 per semester will be made for student requesting single occupancy.

Residence Hall Deposits

A \$100.00 security deposit is required of all applicants for University housing.

The deposit serves as the applicant's guarantee that the contract will be completed. Also, it may be used to cover damages or other charges if the contract is completed. The contract period is for the Fall and Spring semesters. Housing for the Summer session is covered by a separate contract and deposit.

Provisions for room and board refund/forfeiture of deposits are stated in the *Student Housing Contract*.

Conferences and Institutes

Daily room rates for double occupancy with air conditioning, no meal plan	
	Housing Without Linen Services
Non-student groups*	\$25.00
Prospective student groups	\$21.00
Current student groups*	\$20.00
Children (ages 3-12) with accompanying parents	\$10.00

*Rates are negotiable for large non-student groups (larger than 50 persons); rate exceptions for current student groups or individuals must be approved by the Vice-Chancellor of Student Services.

Other Fees/Fines

Key Replacement	\$50.00
Damages	Various

Student Recreation Center Usage Fees

Students	No charge
Faculty and staff (full-time and part-time)	No charge
All others (SGA approved days only)	\$5.00 per day

*Community members under the age of 16 must be accompanied by an adult.

Parking Permits/Fines**Parking Permits (Students/Faculty/Staff)**

Students*	\$25.00 per year
Faculty	\$30.00 per year
Staff	\$30.00 per year
Part-time Faculty or Staff	\$15.00 per year
Additional/Replacement Parking Permit	\$5.00

*Parking permits for students are included in the Common Fee. Students not having the Common Fee assessed may request a parking permit for \$25.00 per academic year.

Parking Violation Fines

Permit Not Present	\$10.00
Altered/Stolen Permit	\$60.00
Parked in "No Parking" Zone	\$10.00
Not Parked Wholly in Space	\$10.00
No Disabled Permit	\$60.00
Obstructing Traffic	\$10.00
Parked in Visitors' Space	\$10.00

Physical Plant – Replacement Keys (loss or theft)

Standard Key	\$25.00
Outside Door Key	\$50.00
High Security Key	\$250.00
Campus Master Key	\$500.00
Maximum Contractor Fine for Lost/Stolen Keys	\$5,000.00

Wulff-Risner Agriculture Science Center Horse Stall Rental

	Per Semester	Per year
Horse Stall Rental (one horse per stall)	\$100.00	\$200.00

Fines revert to individual faculty, staff, and student Accounts Receivable accounts if not paid or appealed within 15 days. No late fees apply; however, Accounts Receivable accounts accrue a 1% per month service fee for unpaid charges.

Appendix A
Tiered tuition with course code for West Plains Campus for Fall 2025, Spring 2026, and Summer 2026

Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
ACC	BHS	ART	AGR	TEC
ANT		AST	BIO	UAS
BUS		CIS	BMS	
CFD		GLG	CGP	
CFS		GRY	CHM	
CHI		HIT	CSC	
CRM		MTH	DES	
ECO		MTM	EGR	
EDU		MUS	IST	
ENG			PHY	
ENV				
EPR				
FCA				
FIN				
FRN				
FST				
GRM				
HNR				
HSP				
HST				
IDS				
JRN				
LAW				
LIS				
LLT				
LWE				
MED				
MGT				
MKT				
PHI				
PLS				
PSY				
QBA				
RDG				
REL				
RMI				
SOC				
SPE				
SPN				
SWK				
THE				
WES				

Appendix B

Supplemental Course Fees for West Plains Campus for Fall 2025, Spring 2026, and Summer 2026

Course	Number	Title	Amount
NUR	100	Fundamentals of Nursing	\$330.00
NUR	101	Nursing Systems for the Adult Client I	\$300.00
NUR	190	Nursing Systems for the Adult Client: LPN to RN Program	\$315.00
NUR	201	Nursing Systems for the Promotion of Mental Health	\$105.00
NUR	202	Pharmacology	\$105.00
NUR	204	Nursing Systems for the Adult Client II	\$270.00
NUR	212	Nursing Systems for the Family	\$270.00
NUR	220	Current Trends and Issues in Nursing	\$155.00
VIN	111	Introduction to Viticulture & Vineyard Establishment	\$90.00
VIN	212	Winter Viticulture Technology	\$90.00
VIN	214	Spring Viticulture Technology	\$90.00
VIN	215	Summer/Fall Viticulture Technology	\$90.00
VIN	246	Fall Intermediate Enology	\$90.00
VIN	247	Winter/Spring Intermediate Enology	\$90.00
VIN	257	Wine Production Internship	\$180.00
VIN	259	Cellar Operations Technology	\$180.00
VIN	266	Sensory Evaluation	\$180.00
VIN	268	Wine & Must Analysis	\$180.00
WLD		All WLD Courses (per credit hour)	\$100.00

IV.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

PURCHASING ACTIVITY REPORT NO. 543-25
Approval of Procurement Activity Report

BE IT RESOLVED by the Board of Governors for Missouri State University that the attached Activity Report for all reportable actions since the last Board of Governors' meeting, as presented by the Office of Procurement Services, be approved.

Tim Francka
Board Chair

Passed at meeting of
April 16, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

Recommend the attached report summarizing all reportable Office of Procurement Services activity from March 12, 2025 through April 9, 2025 be approved.

**ACTIVITY REPORT
MISSOURI STATE UNIVERSITY
OFFICE OF PROCUREMENT SERVICES**

FOR APPROVAL

Single Feasible Source > \$250,000

Video Audio Learning Tool **\$253,676.20**
McQueary College of Health and Human Services (MCHHS)

Pursuant to University policy, which addresses justification for making awards on a single feasible source basis, the McQueary College of Health and Human Services (MCHHS) requests approval to make award to Intelligent Video Solutions for video recording and installation of supplies for the period of December 1, 2025 through November 30, 2026.

As a video streaming and recording system that is already widely utilized across MCHHS, the system has been installed in all simulation spaces, anatomy laboratories, and clinical locations.

Currently, a section of the first floor of Kampeter Hall is being renovated to establish a new Integrated Multidisciplinary Clinic, projected to open in the summer of 2026. The clinic will house Speech-Language Pathology, Audiology, Counseling, the Learning Diagnostic Clinic, and Psy.D. programs.

Since most of these areas already use the video streaming and recording tool, expansion will allow the clinic to upgrade and integrate new equipment into the renovated spaces. This initiative builds on a successful five-year implementation of the system within the college, further strengthening its capabilities.

Note: Funding to be from MCHHS Graduate Differential Fees B02381 132001 73204 011.

March 12, 2025 through April 9, 2025

ACTIVITY REPORT
PAGE TWO

Single Feasible Source > \$250,000

Program Evaluation System (PES) Suite
Office of the Provost

\$634,350.00
(Five-Year Agreement)

Pursuant to the University policy for single-source awards, the Office of the Provost requests a five-year contract with Gray Decision Intelligence (DI) to deploy its Program Evaluation System (PES) suite. This system is to deliver timely data-driven insights to support academic planning, resource allocation, and program evaluation.

Gray DI's PES integrates and ranks diverse data, including student demand, employment, competition, and program economics, using advanced scoring, benchmarking, and AI-generated insights. The suite comprises four tools, which are Markets, Predict Program Size, Economics and Outcomes, and Academic Program Management Dashboards.

Markets is a tool utilized successfully for the last year to gather top-tier market intelligence on all programs on key metrics through selected sources. Over 40 academic unit leaders (AULs) have accessed the data in 566 sessions totaling over 180 hours of use.

Addition of the Predict Program Size, Economics and Outcomes, and Academic Program Management Dashboards tools is to efficiently further support decision-making.

By adopting Gray DI's comprehensive PES suite, the University can launch new programs, optimize existing offerings, and achieve cost savings through the identification of under-utilized courses. This integrated approach will enhance operational efficiency and student outcomes by providing precise, actionable insights for strategic academic planning.

Total cost of this five-year software agreement is \$634,350.00. Annual cost is \$126,870, which excludes a waived implementation fee of \$8,313.00 if signed before April 28, 2025. Funds to be appropriated by the Office of the Provost for Institutional Effectiveness.

Note: Funding to be from the Office of the Provost Academic Technology A02000 022098 73421 046.

March 12, 2025 through April 9, 2025

V.A.

MISSOURI STATE UNIVERSITY

BOARD RESOLUTION

BIDS & QUOTATIONS NO. 1628-25

Approval of bids and award of a contract to
renovate Chick-fil-A at Plaster Student Union

BE IT RESOLVED by the Board of Governors for Missouri State University that the low bid of CB-GC, LLC in the amount of Three Hundred Forty-nine Thousand and 00/100ths dollars (\$349,000.00) for the base bid to renovate Chick-fil-A at Plaster Student Union be accepted, approved, and awarded.

BE IT FURTHER RESOLVED that the financial plan be established as follows:

Project Budget	
Consultant Fees	\$49,850.00
Construction Costs	\$349,000.00
Project Administration	\$34,550.00
Construction Contingency	\$69,800.00
Furniture, Fixtures, and Equipment	\$0.00
Telecommunications	\$3,800.00
Relocation Costs	\$0.00
Total Project Budget	\$507,000.00
Funding Source	
PSU Chick-fil-A Refresh budget	\$507,000.00
Total Funding Source	\$507,000.00

BE IT FURTHER RESOLVED that this be paid from the PSU Chick-fil-A Refresh budget funded by Food Service Reserves.

BE IT FURTHER RESOLVED that the Vice President for Administration and Finance or the University Architect and Director of Planning, Design and Construction be authorized to sign the agreement with the selected contractor, incorporated herein by reference, and perform those acts necessary to carry out and perform the terms of the agreement. With approval of the above project budget, authorization is also provided to further sign agreements or amendments to existing agreements directly related to this project as long as the approved project budget is not exceeded.

Tim Francka
Board Chair

Passed at meeting of
April 16, 2025

Rowena Stone
Secretary to the Board

COMMENTS:

The bids received on this project are as follows:

Contractor	Base Bid
CB-GC, LLC	\$349,000.00
Kenmar Construction, Inc.	\$484,985.00

This project involves a design refresh and expansion of the Chick-fil-A food vendor space on the first floor of Plaster Student Union. The expansion will incorporate the current Queen City Soul Food area to improve cooking workflow and customer service, with updated equipment and cookware to accommodate additional menu items. Additionally, kiosk ordering stations will be installed.

Work is scheduled to be completed during the summer 2025 semester.

This project will be paid from the PSU Chick-fil-A Refresh budget funded by Food Service Reserves (\$507,000.00).

VI.

RECOMMENDED ACTION - Resolution authorizing closed meeting

BE IT RESOLVED by the Board of Governors for the Missouri State University that a closed meeting, with closed records and closed vote, be held during a recess of this Executive Committee meeting of the Board of Governors to consider items pursuant to the [revised statutes of the State of Missouri 610.021](#):

- A. R.S.Mo. 610.021(1). “Legal actions, causes of action, or litigation involving a public governmental body...”
- B. R.S.Mo. 610.021(2). “Leasing, purchase or sale of real estate by a public governmental body...”
- C. R.S.Mo. 610.021(3). “Hiring, firing, disciplining or promoting of particular employees by a public governmental body...”
- D. R.S.Mo. 610.021(6). “Scholastic probation, expulsion, or graduation of identifiable individuals...”
- E. R.S.Mo. 610.021(9). “Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;”
- F. R.S. Mo. 610.021(11) and (12). “Specifications for competitive bidding...;” and “Sealed bids and related documents...;”
- G. R.S.Mo. 610.021(13). “Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment...;”
- H. R.S.Mo. 610.021(14). “Records which are protected from disclosure by law;” and
- I. R.S.Mo. 610.021(18). “Confidential or privileged communications between a public governmental body and its auditor,...”