



SUBJECT: Financial Affairs

Policy: 506.1 Service Fees

Effective: August 2009

Revised:

Reviewed: September 2022

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### **Introduction & Purpose**

In order to provide real-world, hands-on experience to students, various programs may provide products and services to private individuals.

### **Policy**

Services and products are provided at the cost of materials plus a shop fee, if applicable, to cover miscellaneous supplies.

Payments received for services and products will be deposited to the appropriate designated fee accounts to reimburse the designated account for the cost of materials purchased.