

**1. Title**

Fees for Continuing Education Courses

**2. Rule and Regulation**

Sec. 1 Authorization. Institutions are authorized by the Board of Regents in accordance with [Section 54.545](#) of the *Texas Education Code* to charge a reasonable fee to each person registered in an extension, correspondence or other self-supporting course at the institution and to set the fee in an amount sufficient to recover the costs for providing the course. Such courses may not include any course for which the institution collects tuition or receives formula funding.

Sec. 2 Delegation. The Board of Regents delegates to the president of the respective institutions the authority and responsibility for approving the amount of the fee to be charged for each course.

Sec. 3 Handbook of Operating Procedures. Each institution shall adopt provisions in the institutional *Handbook of Operating Procedures* to reflect this policy and to incorporate institutional procedures for the approval process.

**3. Definitions**

None

**4. Relevant Federal and State Statutes**

*Texas Education Code* [Section 54.545](#) – Fees for Continuing Education Courses

**5. Relevant System Policies, Procedures, and Forms**

Regents' *Rules and Regulations*, [Rule 40401](#) – Assessment, Collection, and Waiver of Tuition and Fees

Regents' *Rules and Regulations*, [Rule 40404](#) – Tuition Rates for Students Residing in Certain Counties and States and Attending Certain Institutions

Regents' *Rules and Regulations*, [Rule 40405](#) – Tuition Rates for Undergraduate Students with Excessive Semester Credit Hours

**6. Who Should Know**

Administrators

**7. System Administration Office(s) Responsible for Rule**

Office of Academic Affairs  
Office of Health Affairs

**8. Dates Approved or Amended**

Editorial amendments made to Number 5 on September 17, 2008.  
December 10, 2004

**9. Contact Information**

Questions or comments regarding this Rule should be directed to:

- [bor@utsystem.edu](mailto:bor@utsystem.edu)