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**Online/Distance Program Tuition Policy**

V1 March 2, 2015, approved by Program Revenue Committee;

V2 12 04 2018 approved by Program Revenue Committee, Admin Revision V 6 15 2019

Under UW System Tuition Policy (SYS 805) and UW System Policy for Programming for the Non-traditional Market (SYS 130), UW-Madison has the authority to set per-credit tuition for online/distance degree/major programs and Capstone certificate programs that are substantially supported by tuition revenue. UW-Madison seeks to use this delegated authority to:

* Establish a simpler, more coherent pricing policy for online post-baccalaureate certificates and degrees
* Increase access to UW-Madison programs for out-of-state students.
* Allow for competitive market pricing and make online tuition pricing more in line with peer institutions
* Grow strong, sustainable online degree programs that strategically advance UW-Madison’s mission and reputation

**Policy**

Online, graduate degree/major or Capstone certificate programs may choose between available tuition structures:

* A Board of Regent-approved standard graduate or professional-program-specific tuition structure, that includes resident/ MN/nonresident tuition rates, plateau structure and segregated fees); *OR*
* Tuition from one of the following increments. Pricing increments available in a per-credit format and all students pay the same rate; there is not tuition residency difference.

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| $800/credit$850/credit$900/credit$1,000/credit$1,100/credit$1,150/credit | $1,200/credit$1,300/credit$1,500/credit$1,600/credit$2,000/credit$2,500/credit | *Segregated University Fees*The presumption will be that online programs will not charge segregated fees. Exceptions may be made for programs that will utilize services supported by segregated fees, or who have other reasons to charge segregated fees; market-based tuition may be more appropriate. Proposals include a statement on including or not segregated fees.  |

**Proposal Deadlines**

Implementation in Fall or Summer term: submit proposal Aug 9 or Nov 1 of prior year; approval must be complete by February 1.
Implementation in Spring term (exceptions only): submit proposal by August 9; approval must be complete by October 1

**Implementation**

* Programs seeking to utilize one of the online tuition increments will provide a rationale that the proposed tuition is a appropriate based on the market and will provide sufficient revenue to support the program.
* The tuition structure and rate will apply to all students in the program; cohort tuition is not permitted.
* Submit proposals to the director of Academic Planning and Institutional Research (Jocelyn Milner, Jocelyn.milner@wisc.edu).
* Academic Planning and Institutional Research will coordinate the approvals with the Provost, VCFA, Madison Budget Office, and Division of Continuing Studies. The formal UW-Madison designee for approvals is David Murphy, Associate Vice Chancellor for Finance and Administration.
* Notification of approval will include program representatives, school/college dean’s office, Graduate School, Registrar’s Office, Bursar’s Office, Madison Budget Office, Academic Planning and Institutional Research, Division of Continuing Studies, VCFA, and Provost.
* Proposals and decisions will be administratively added to the Lumen Programs system after approval.

This policy is in keeping with UW System Tuition Policy (SYS 805) and UW System Policy for Programming for the Non-Traditional Market (SYS 130)

<https://www.wisconsin.edu/uw-policies/uw-system-administrative-policies/tuition-and-fee-policies-for-credit-instruction/>

<https://www.wisconsin.edu/uw-policies/130-appendix-c-principles-for-pricing-distance-education-credit-courses-degree-and-certificate-programs/>

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**ONLINE/DISTANCE PROGRAM TUITION REQUEST FORM**

Program Name:

Plan Code:

Subplan Code:

Department/Program Contact Person/Title/Email:

School/College Contact Person/Title/Email:

Request Submission Date:

Term for Requested Tuition to be Effective:

Requested Tuition Rate from List of Allowed Rates:

Will Segregated Fees be Charged? (Yes/No):

Provide a rationale that this tuition rate is appropriate, based on the market, and show how the proposed tuition is competitive with peer or competitor programs. Include peer tuition information in a tabular format and for relevant regional, Big10 and national peer/competitors. Include any similar UW System programs:

If seg fees are charged explain why.

Provide any additional information related to this request:

*Use this request form in conjunction with the UW-Madison policy on online program tuition.
Submit the form to director of Academic Planning and Institutional Research (**Jocelyn.Milner@wisc.edu**)*

Implementation in Fall or Summer term: submit proposal Aug 9 or Nov 1 of prior year; approval must be complete by February 1.

*Form creation date 2018 12 04, Admin revision 6 15 2019*