



WASHINGTON STATE UNIVERSITY
Finance and Administration

MEMORANDUM

TO: WSU President, Provost, Vice Presidents, Chancellors, and Deans

FROM: Leslie Brunelli
Executive Vice President, Finance & Administration/CFO

DATE: August 19, 2024

RE: Tuition Rate Setting Timeline and Process

As communicated [July 5, 2023](#), WSU has modified its timeline for Board of Regents consideration and approval of tuition rates. In a continuation of this process, Resident Undergraduate/Graduate and Non-Resident Undergraduate/Graduate tuition rates will be presented to the Board of Regents on a different timeline than the tuition rates for professional and self-sustaining programs. This split timeline allows WSU to publish primary tuition rates and colleges to receive student feedback on other proposed tuition changes. Please see the following timeline:

Board of Regents Timeline:

- September 2024
 - Future Action Item regarding AY2025-2026 U/G Res/Non-Res Tuition
- November 2024
 - Action Item regarding AY2025-2026 U/G Res/Non-Res Tuition
 - Future Action Item regarding AY2025-2026 professional and self-sustaining tuition
- January 2025
 - Action Item regarding AY2025-2026 college/program tuition
 -

If you wish to propose a tuition rate increase, you must complete the template on the following page and return it to the Budget Office (wsubudget.office@wsu.edu) by **October 11, 2024**. The Budget Office will coordinate the collection of materials and prepare the Regents agenda items.

Remember that you must gather and consider student feedback for any proposed increases. **You should plan to finalize the collection of student feedback by December 13, 2024 to meet the deadline for January meeting materials.** Student feedback will be shared with the Board prior to final adoption of rates in January 2025

Tuition Rate Increase Request

and the Dean or designee **must be available for the January Regents meeting** to answer any questions that arise prior to final adoption.

Please direct questions regarding this process to [Chris Jones](#), Assistant Vice President for Budget and Planning

Thank you.



WASHINGTON STATE UNIVERSITY
Finance and Administration

Tuition Category Name:

	Resident	Non-Resident
Current Rate (Annual)		Click or tap here to enter text.
Proposed Rate (Annual)	Click or tap here to enter text.	Click or tap here to enter text.
\$ Increase	Click or tap here to enter text.	Click or tap here to enter text.
% Increase	Click or tap here to enter text.	Click or tap here to enter text.

Justification for the increase / consequences of not increasing / alternatives considered:
Click or tap here to enter text.

Describe the timeline and process you will use to communicate the proposed increase to students and gather student feedback.
Click or tap here to enter text.

Templates for all proposed increases due to WSU Budget Office wsubudget.office@wsu.edu

Key Dates:

- Sept 19-20, 2024 September Board of Regents Meeting
- Tuition Rate Change Future Action Items:
 - Resident Undergraduate/Graduate Tuition
 - Non-Resident Graduate/Graduate Tuition
- October 11, 2024 Tuition Rate Change Forms due to the WSU Budget Office

Tuition Rate Increase Request

- Nov 14-15, 2024 November Board of Regents Meeting
- Tuition Change Action Items:
 - Resident Undergraduate/Graduate Tuition
 - Non-Resident Graduate/Graduate Tuition

 - Tuition Change Future Action Items:
 - Professional and Self-Sustaining Tuition Rate Change
- December 13, 2024 Summary of student feedback due to the WSU Budget Office
- January 23-24, 2024 January Board of Regents
- Tuition Change Action Items:
 - Professional and Self-Sustaining Tuition Rate Change