



SUBJECT Tuition - Insert name of program

SUBMITTED TO Finance Committee

MEETING DATE Click or tap to enter meeting date of Finance Committee

SESSION CLASSIFICATION Recommended session criteria from Board Meetings Policy:
OPEN

REQUEST Click to select request

[If Board action is being requested, please insert one of the resolution preambles below and delete the option that does not apply. Always start with "IT IS HEREBY RESOLVED that..."]

IT IS HEREBY RESOLVED that the Finance Committee, in accordance with authority delegated by the Board of Governors, approves...

OR

IT IS HEREBY RESOLVED that the Finance Committee recommends to the Board of Governors for approval...

LEAD EXECUTIVE Insert name and title of Lead Executive

SUPPORTED BY Insert name and title of individuals who in the opinion of the Lead Executive should be present to participate and support this submission. The individuals listed here may include Executive Sponsors, the Lead Author and Contributors, and should be identified in that order. For closed or in camera items, only those listed here will be permitted to attend the Board discussion on this submission. If there is no one presenting or supporting this submission, please enter "N/A".

PRIOR SUBMISSIONS [Delete section that does not apply]

The subject matter of this submission has been considered previously by the Finance Committee on the following occasions:

1. [Insert date item previously brought forward to the Finance Committee and hyperlink to previous submission.][Indicate if submission was OPEN/CLOSED/*IN CAMERA* SESSION.]
Action/Follow up: [Identify any action items and indicate whether action completed or pending.]
2. Sample:
[November 22, 2019](#) (OPEN SESSION)
Action/Follow up: Gather and consolidate feedback to finalize materials.

[These items should be arranged in reverse chronological order, with the most recent appearing first.]

The following Executive Summary assumes familiarity with the prior submissions and provides a status update from the date of the most recent submission.

OR

The subject matter of this submission has not previously been considered by the Finance Committee.

EXECUTIVE SUMMARY

[The Executive Summary should be a concise synopsis of essential points necessary and directly relevant for the Governors to evaluate and make an informed decision. Please keep in mind the Board's strategic oversight role and avoid operational details relevant to day-to-day management activities. Please consider including the following content if appropriate:

- brief program description and rationale;
- fee information;
- anticipated benefits for students;
- any capital or academic implications/risks;
- highlights of the student tuition consultation;
- hyperlink to specific [strategic plan strategies \(1-20\)](#); and
- implementation timeline.

Only include information that is new or has changed since last submission and avoid repeating or summarizing information from prior submissions.]

[Please adhere to the **two-page limit** for the Executive Summary. If a Lead Executive wishes to extend the Executive Summary length limit for a particular submission, the Lead Executive should consult with the relevant Chair in advance. Please do not change the font type or size.]

APPENDICES [Materials substantive to the submission should be attached as appendices.] [Delete section if no appendices.]

1. [Insert if applicable]
2. [Insert if applicable]

PRESENTATIONS [Delete section if no presentations.]

1. [Insert if applicable]
2. [Insert if applicable]

SUPPLEMENTAL MATERIALS (optional reading for Governors) [Delete section if no supplemental materials.]

1. [Insert if applicable]
2. [Insert if applicable]

[Additional information not essential to the submission but that provides context or background may be attached as supplemental materials. The inclusion of supplemental materials is entirely optional.]

[There are no length limits for appendices or supplemental materials. All appendices and supplemental materials must be submitted as a single bookmarked PDF (one for appendices, one for supplemental materials). Only major documents or headings should be bookmarked and the bookmarks should be titled in a clear and concise way. Bookmark titles should align with the list of appendices and/or supplemental materials provided in this submission.]