



BILLING RATES - FY 08/09

DEPARTMENT NAME :
Office of Human Resources

VICE-PRESIDENT AREA :
Chief Business Officer

DESCRIPTION OF COMMODITY OR SERVICE :	UNIT OF BILLING	FY 08/09 RATE	CUSTOMERS BEING SERVED
Supervisor Training	per person	\$65.00	CU employees
Certified Public Manager Program:	per person	\$1,500.00	CU employees
(OHR establishes rates for their required courses)	per person	\$1,500.00	Other State Agency Employees
Associate Public Manager Program	per person	\$140.00-\$260.00	CU employees
(OHR establishes rates for their required courses)	per person	\$150.00-\$270.00	Other State Agency Employees
Public Professional Development Program	per person	\$100.00-\$185.00	CU employees
(OHR establishes rates for their required courses)	per person	\$110.00-\$195.00	Other State Agency Employees
Other CEQA; OHR courses conducted at Clemson:	per person	\$30.00-240.00	CU employees
Cost determined by CEQA; Range is explained by a dependency on length of CEQA established course.	per person	\$40.00-250.00	Other State Agency Employees
Technical/Safety Programs:			Other State Agency Employees & Other Partners (Hospitals/Business)
On - Campus (3 hr training session) No charge for CU Employees	per person	\$35.00	"
On-Campus (6 hr training session) No charge for CU Employees	per person	\$40.00	"
Off - Campus (3 hr training session)	per person	\$40.00	"
Off-Campus (6 hr training session)	per person	\$45.00	"
CPR (Full Service from ARC)	per person	\$45.00	Clemson University Participants Other State Agency Employees & Other Partners (Hospitals/Business)
CPR (Full Service from ARC)	per person	\$72.00	"
CPR (Refresher Course, ARC)	per person	\$20.00	Clemson University Participants Other State Agency Employees & Other Partners (Hospitals/Business)
CPR (Refresher Course, ARC)	per person	\$45.00	"
On-Campus (3 hr training session) No charge for CU Employees	per person	\$35.00	Other State Agency Employees & Other Partners (Hospitals/Business)
On-Campus (6 hr training session) No charge for CU Employees	per person	\$40.00	"
Off - Campus (3 hr training session)	per person	\$40.00	"
Off-Campus (6 hr training session)	per person	\$45.00	"
Smoking Cessation Programs (On-Campus)	per person	\$35.00	CU employees
	per person	\$65.00	Other Participants



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Smoking Cessation Programs (Off-Campus) a charge will be added for mileage	per person	\$35.00	CU employees
	per person	\$65.00	Other Participants
Other Agency	per person	\$65.00	Schools/District Offices/School Administrators/Boards
Forklift Training Program (if not available on campus)	per person	\$30.00	CU employees
Forklift Training Program (if not available on campus)	per person	\$60.00	Other Participants
True Colors	per person	\$15.00	CU employees
TigerPool 1			
Student Labor Pool - Office Projects	per hour	\$6.75	CU Departments
Student Labor Pool - Lab Projects	per hour	\$8.00	"
Student Labor Pool - Computer Projects	per hour	\$8.00	"
Student Labor Pool - All Other	per hour	\$6.75 - 10.00	"
Copy requests:			
Personnel Files (University employees)	per request	.25/page	CU Employees
Personnel Files (University departments - non business related)	per request	.25/page	CU Departments
Personnel Files (Other agencies/entities)	per request	.25/page	External Entities
Applications, resumes, etc.	per request	.25/page	Non-University Applicants
* Cost is determined by actual staff time billed at their current hourly rate based on required research.			
Background Checks			
In State (SLED)	per request	\$8.00	CU Departments
Out of State (Criminal and Sexual Registry)	per request	\$24.00	CU Departments
DMV	per request	\$10.00	CU Departments
Out of State DMV	per request	\$12.00	CU Departments
Student Default	per request	\$5.50	CU Departments
DOT 2 yr Drug Screen History	per request	\$5.00	CU Departments
SLED Special Processing	per request	\$29.00	
Retirement			
Retirement Service Credit Verifications	hourly	hourly rate of individual performing research (1 hour minimum)	Former University Employees
Payroll Related			
Off-Cycle Processing (voids, overpayments, repays, etc.)	per transaction	\$10.00	CU Departments
Off-Cycle Processing (closed accounts, lost checks, etc.)	per transaction	\$5.00	CU Employees
Replacement printing of W-2 forms	per W-2	\$10.00	CU Departments/Employees



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Benefits Fair			
State Vendors, Not for Profit Organizations, CU departments/organizations	per booth	\$0.00	State Vendors, Not for Profit Organizations, CU departments/organizations
Non-State/For Profit Vendors	per booth	\$100.00	Non-State/For Profit Vendors
Omnibus Transportation Act			
FirstLab/State Contract: Drug Test	per test	\$34.50	CU Departments/Employees
FirstLab/State Contract: Breath Alcohol	per test	\$29.00	CU Departments/Employees
CDL Program - Written Refresher	per 30 persons	\$400.00	CU Departments/Employees
CDL Program - Pre-Trip Inspection	per 7 persons	\$400.00	"
CDL In-Class Training - CU	per person	\$85.00	"
CDL In-Class Training - Other Participants	per person	\$150.00	Other Participants
CDL Program - Physicals	per person	\$56.00	CU Departments/Employees