



**BILLING RATES - FY 21/22**

**DEPARTMENT NAME :**

**Records and Registration**

**VICE-PRESIDENT AREA :**

**Provost- Academic Affairs**

<b>DESCRIPTION OF COMMODITY OR SERVICE :</b>	<b>UNIT OF BILLING</b>	<b>FY 21/22 RATE</b>	<b>CUSTOMERS BEING SERVED</b>
Transcript Sales Fees	per transcript	\$12.00	Students purchasing transcripts
Diploma Mailing Fee	per diploma	\$10.00	Students requesting diplomas to be mailed
Replacement/Additional Diploma Fee	each	\$25.00	Graduates requesting replacement or additional diplomas
*Legal Name Change on Replacement Diploma	each	\$50.00	Graduate requesting name change on previously issued diplomas
* Includes legal name change and replacement diploma			
Clearinghouse Degree Verify Surcharge	each	\$5.00	Employers and background search firms
Student Records Subpoena	each	\$50.00	Requesting attorney's office
Late Fees for GS-2	per application	\$25.00	Candidates applying after deadline
Daily Add On Fees **	per day	\$5.00	Candidates applying after deadline
Late Graduation Application Fee ***	per application	\$75.00	Candidates applying after deadline
Late Graduation Additional late fee	per day	\$5.00	Candidates applying after deadline
*** There is no limit on Graduation Application Late Fees			
Application Fee for Returning and Transient Students	per application	\$40.00	Returning CU students, or students from other institutions taking a CU class
Tru-Copy/Certified Diploma Fee	per copy	\$10.00	Students/Graduates requesting certified copies of diploma
Tru-Copy/Certified Transcript Fee	per copy	\$10.00	Students/Graduates requesting certified copies of transcript