

University Schools			
Monitoring: Review: Annually, in September	Descriptor Term: Revenues	Descriptor Code: 2.400	Issued Date: June 2025
		Rescinds: 212	Issued:

FEES

The Senior Director of Federal Programs, Finance, and Compliance shall develop procedures regarding fees for school activities and programs. Such procedures shall comply with all state laws and regulations.¹

FINES

The Senior Director of Federal Programs, Finance, and Compliance shall develop procedures regarding the assessing and collections of fines for the destruction or damage of school property. Such procedures shall comply with all state laws and regulations.²

Schools may request payment of school “fees”. A “fee” is defined by State law and rules promulgated by the Tennessee Board of Education. All school fees must be authorized by the Senior Director of Federal Programs, Finance & Compliance and approved by the Vice Provost/Director of Schools. School fees, as authorized by the University, shall be categorized as 1) requested fees; and 2) required fees/fines/debts.

University Schools may request fees of students for any of the following:

1. Fees for activities that occur during regular school hours;
2. Fees for activities and supplies required to participate in all courses offered for credit or grade, including interscholastic athletics and marching band if taken for credit;
3. Fees for use of technology devices and accessories, including items reported as damaged, lost, or stolen.
4. Fees or tuition applicable to courses taken during the summer by a student; except that nonresident students regularly enrolled in another school system may be required to pay fees or tuition for such summer course;
5. Fees required for graduation ceremonies; and
6. Refundable security deposits collected by a school for use of school property for courses offered for credit or grade, including interscholastic athletics and marching band if taken for credit.

However, if parents or guardians are unable to pay the aforementioned fees, they may request a fee waiver from the school director at which their child is enrolled. The “request for fee waiver” shall be made on a form that will be provided to each parent upon request.

Required Fees/Fines (may be required)

University Schools may require and collect the following fees/fines from students:

1. Fines imposed on all students for late-returned library books; parking or other traffic fines imposed for abuse of parking privileges on school property; or reasonable charges for damaged school-issued technology equipment or devices, lost or destroyed textbooks, library books, workbooks or any other property of the school;
2. Refundable security deposits collected by a school for use of school property for participating in extracurricular activities;
3. Costs for extracurricular activities occurring outside the regular school day including sports, optional trips, clubs or social events; and
4. Non-resident tuition charged of all students attending a school system other than the one serving their place of residence.
5. Tuition and fees for the Early Learning & Research Center, and any University School summer camp, fall break camp, spring break camp, or international trip.

Withholding of Student Grades for Debts Owed to the School.

Report cards, diplomas, and transcripts of students who take University Schools property or students who have incurred a debt to a school, shall be withheld until the student makes restitution in full. University Schools shall permit the student and/or the student's parent to direct any dispute of a debt, the amount of the debt, or the application of sanctions via the University Schools grievance process.

Continued Participation in University Schools Programs

Students with outstanding financial obligations to University Schools from a previous academic year may be deemed ineligible for participation in optional or extracurricular programs, including extended learning programs, camps, athletics, clubs, and other non-required student activities, until such obligations are resolved or satisfactory payment arrangements have been approved by University Schools.

1. TCA 49-2-114; TRR/MS
0520-01-02-.16

2. TCA 37-10-101, 102