

April 28, 2016

Dear Oregon Tech Board of Trustees:

We would like to verify that the explanation provided in the memo entitled, "Correcting OIT Wilsonville Mandatory Fees for 2015-2016" is correct.

The Incidental Fee Committee in Wilsonville, made up of the ASOITW Executive Board voted to increase the Student Health Fee from \$15 per student per term to \$30 per student per term for 2015-2016. This increase allowed us to extend our half-time mental health counselor to full time during the academic year, Sept. 1 – June 30.

We discovered that the fees were listed incorrectly in the fee table. It appeared that the extra \$15 for the health service fee was applied to the Incidental Fee. There was an additional \$15 tacked onto the incidental fee. In order to remedy this, we credited all students back the \$15 per term that they were over charged. The additional \$15 approved for the health fee was then moved to make the health fee \$30 per term.

Thank you!



Dana Onorato

Associate Dean of Students

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ASOITW President