INSTRUCTION, PROCEDURES RELATED TO
Section: 120-9 EXHIBIT B
Effective: 01/01/1999
Supersedes: Not Applicable
Review Date: TBD
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Issuing Office: Chancellor's Office

COURSE MATERIALS FEE
INCOME AND EXPENDITURE YEAR-END REPORT

Department:_____ Fiscal Year: _____

Course Number and Title Description	Fee Level	Total Annual Revenues	Total Annual Expenses	Variance	Fee Usage	Explanation of Variance

Prepared By: _____
Phone Extension: _____

Academic Dean Endorsement _____
Dean Office's Contact and Extension _____