

**Portland State University
Restricted Differential Tuition (RDT):
Policy & Procedure**

July 2015

Purpose:

RDT provides a means of offering programs targeted to distinct student populations, at non-standard tuition rates. The RDT tuition is assessed on a per course basis, at a flat rate regardless of student residency status. RDT enables schools/colleges to offer specific programs to students at market driven rates, who may not otherwise enroll at PSU.

General Guidelines:

- RDT does NOT allow for a distinction in tuition charges based on Resident vs. Nonresident classification.
- RDT proposals should include the flat fee tuition charges, which are expected to cover both direct and indirect costs. Revenue associated with the RTD A/B programs will be attributed separately in the RCAT.
- Courses created under RDT do NOT count toward establishing the 5-credit threshold which makes a student eligible for and obligated to pay for health insurance.

RDT A & B Guidelines:

RDT A may be appropriate for programs with the following characteristics:

- Student population is physically distant from the PSU campus.
- None of the standard fees are included except the ASRC fee.

RDT B may be appropriate for programs with the following characteristics:

- Student population may access the PSU campus and use resources in ways similar to standard In Load student population.
- Program has a compelling reason for not charging standard In Load tuition rates.
- Selected standard fees are charged as appropriate to situation.

RDT Evaluation Criteria:

1. Distinct population of target students is clearly identified and described. Student population should be targeted, isolated and generally distinct from regular PSU students and programs
2. Identified student population to be served by RDT-based program will be enrolling in RDT program courses ONLY, and will not be taking In Load courses.
3. The identified student population is best served by RDT *rather* than standard in-load.
4. The RDT program's primary intent is to serve the identified student population as noted in RDT A or B. Programs wanting to allow enrollment of regular, non-program students into the RDT courses, must make and justify a request to allow the cross-listing of one or more in-load section(s) in the RDT application. If non-program, in-load students are allowed to enroll in the RDT program courses through cross-listing, then in-load enrollees will:

(1) be able to register only after RDT program students have registered.

(2) be clearly identified as a distinct sub-population of course enrollments.

(3) pay regular tuition and fees according to their regular student status (i.e. residency status, student level, college differential, etc.).

Application Process - One-Time RDT Program Approval

- Programs must be approved for RDT status through a one-time review process. Requests for RDT can be made by submitting the RDT Application Form to Cindy Baccar in the Registrar's Office. If you have questions or need guidance in providing supplemental materials contact Cindy as needed: baccarc@pdx.edu or 503-725-5533.
- RDT program application must be submitted by the school/college dean to the RDT Review Committee (RDT-RC).
- The RDT-RC is comprised of the Vice Provost for Academic & Fiscal Planning, AVP Budget & Finance, Director of Student Financial Services, Registrar, and Assistant Registrar for Academic Scheduling.
- The RDT-RC uses the criteria described above to evaluate the program request and make recommendations to the University Budget Team (UBT).
- The UBT determines whether RDT program status is approved.
- RDT-RC will notify unit of UBT decision.

RDT Annual Tuition Rates:

- Specific tuition amounts must be approved by the PSU Board of Trustees and must be submitted as part of the annual tuition & fee setting process.

Timelines:

- RDT program approval application deadline is December 1st.
- RDT tuition rate approval (initial or changes) submission deadline is December 1st.
- The PSU Board of Trustees approves all tuition rates/fees in March.