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To: Kimberly Lewis, Louisiana State University System
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From: Matthew LaBruyere, Deputy Commissioner for Finance and Administration

Date: June 28, 2024

Re: FY 2024-2025 Mandatory Tuition and Fee Survey Request

This memorandum shall serve as the official request for the completion by your institutions of the FY 2024-2025 Mandatory Tuition and Fees Survey. The form needed to complete this request is available on the Board of Regents' website, laregents.edu, in the Finance/Facilities section under the heading "Forms and Reports" / "Mandatory Tuition and Fees Survey". Please include on the schedules any notes which may clarify unique circumstances regarding tuition and fees applicable to any of your institutions. Also, with the enactment of Act 790, systems may choose to increase fees and tuition for high-cost programs; note if any of your institutions plan to increase (or decrease) fees and/or tuition for the Spring 2025 semester. In completing these forms, you should include your estimated energy surcharge amount. The annual amount reported should capture only Fall and Spring fees; Summer and Intersessions should be omitted.

As a reminder, there are two sheets within the Mandatory Tuition and Fees Survey. The first sheet, "Fees", illustrates the annual cost of tuition and fees. The second sheet, "FeeDetail," captures all items included in the regular Tuition and Mandatory Fees for full-time students. Add information including descriptions and individual university and student self-assessed fees where requested.

Once you have completed the form 2024-2025 Annual Mandatory Tuition and Fees, email it to Dawn Melancon, Senior Budget and Data Analyst at dawn.melancon@laregents.edu by **Friday, July 26, 2024**. If you have questions concerning these matters, contact Dawn Melancon at 225-342-4253.