

Year-End Fee Reconciliation
 Minnesota State College Student Association



working as

Fiscal Year _____

Institution _____

Prepared by (Name & Title) _____

Session Actual Credit Hours Fee

Fall _____ (x) .61 _____ Line 1
 Spring _____ (x) .61 _____ Line 2
 Summer _____ (x) .61 _____ Line 3
 Total Gross Fee (Add lines 1-3) (=) _____ Line 4

Campus Administration Fee Rate (x) 2.0%
 Total Administrative Fee (=) _____ Line 5

TOTAL DUE MSCSA [Line 4 - Line 5] Gross Fee _____ Line 6

Payments Remitted to MSCSA:

Session	Check Date(s)	Check #(s)	Total Amount
Fall	_____	_____	_____ Line 7
Spring	_____	_____	_____ Line 8
Summer	_____	_____	_____ Line 9
TOTAL REMITTED TO MSCSA [Add lines 7, 8, & 9]			_____ Line 10

Total Reconciliation [Subtract Line 10 from Line 6] + _____ Due MSCSA
 OR - _____ Due Campus